AGENDA
City Commission Meeting

6:00 PM – Tuesday, December 09, 2025 – City Hall

Invocation: Reverend Kristina Spaude, Unitarian Universalist Congregation of Lake County

Pledge of Allegiance: Commissioner Emily Lee

Call to Order

Acknowledge of Quorum and Proper Notice

1. Agenda Update

2. Approval of Minutes

2.1 Approval of Minutes

October 23, 2025 City Commission Meeting

November 6, 2025 City Commission Meeting

3. Presentations

3.1 Update from Mike Goman

4. Appointments

4.1 Appointment to the City of Eustis Firefighter's Pension and Retirement System Board of Trustees – Seat #1

4.2 Appointment to the Historic Preservation Board (HPB) - Member

4.3 Appointment to the Eustis Library Board of Trustees – Member

5. Audience to be Heard

6. Consent Agenda

6.1 Resolution Number 25-99: Approval Amending the FY 2025/26 adopted budget for the General Fund (001) and Governmental Grants Fund (018) to recognize award/receipt of FY 2025/26 Grants/Donations

6.2 Resolution Number 25-101: Adoption of Public Records Exemption Request Form and Administrative Procedures

6.3 Resolution Number 25-102: Adoption of a Public Records Search Certification Form (Personal Devices/Accounts)

6.4 Resolution Number 25-103: Approving a Purchase in Excess of $100,000 for a Public Utilities Replacement Forklift

6.5 Resolution Number 25-104: Amending the FY2025/26 adopted Budget for the General Fund to including funding for the emergency rental of four (4) portable air conditioning units at the Eustis Memorial Library

6.6 Resolution Number 25-105: Amendment to Commission Rules of Order Regarding Adoption of Annual Meeting Schedule in December for the Upcoming Calendar Year and Adoption of Proposed City Commission Meetings for 2026 through January 2027

6.7 Resolution Number 25-106: Approval of Perpetual Electric Utility Easement to Duke Energy Florida, LLC – Greenwood Cemetery Addition F

6.8 Resolution Number 25-107: Authorizing Award of Bid Number 007-25 to GPS Civil Construction Group for Coolidge Street Improvements and Approving an Expenditure in Excess of $100,000

6.9 Resolution Number 25-108: Authorizing Acceptance of Fiscal Year 2025-2026 FDOT Legislative Appropriation for the Coolidge Street Improvements Project

7. Ordinances, Public Hearings, & Quasi Judicial Hearings

7.1 Resolution Number 25-109: Approval of Addendum Number 1 to the Commercial Lease Agreement with W.I.N. 1 Ministries, Inc. for 301 West Ward Avenue

7.2 **Explanation of Ordinances for Annexation of Parcels with Alternate Key Numbers 1097070 and 1094712**
Ordinance Number 25-03: Voluntary Annexation
Ordinance Number 25-04: Comprehensive Plan Amendment
Ordinance Number 25-05: Design District Assignment

SECOND READING

Ordinance Number 25-03: Voluntary Annexation of Parcels with Alternate Key Numbers 1097070 and 1094712

7.3 **SECOND READING**

Ordinance Number 25-04: Comprehensive Plan Amendment for Parcels with Alternate Key Numbers 1097070 and 1094712

7.4 **SECOND READING**

Ordinance Number 25-05: Design District Assignment for Parcels with Alternate Key Numbers 1097070 and 1094712

7.5 **Explanation of Ordinances for Annexation of Parcel with Alternate Key Number 1213835**
Ordinance Number 25-34: Voluntary Annexation
Ordinance Number 25-35: Comprehensive Plan Amendment
Ordinance Number 25-36: Design District Assignment

FIRST READING

Ordinance Number 25-34: for Annexation of Parcel with Alternate Key Number 1213835

7.6 **FIRST READING**

Ordinance Number 25-35: Comprehensive Plan Amendment for Parcel with Alternate Key Number 1213835

7.7 **FIRST READING**

Ordinance Number 25-36: Design District Assignment for Parcel with Alternate Key Number 1213835

7.8 FIRST READING

Ordinance Number 25-38: 2025-CPT-01: Evaluation and Appraisal Report Amendment for the City's Comprehensive Plan

8. Future Agenda Items and Comments

8.1 City Commission

8.2 City Manager

8.3 City Attorney

8.4 Mayor

9. Adjournment

This Agenda is provided to the Commission only as a guide, and in no way limits their consideration to the items contained hereon. The Commission has the sole right to determine those items they will discuss, consider, act upon, or fail to act upon. Changes or amendments to this Agenda may occur at any time prior to, or during the scheduled meeting. It is recommended that if you have an interest in the meeting, you make every attempt to attend the meeting. This Agenda is provided only as a courtesy, and such provision in no way infers or conveys that the Agenda appearing here is, or will be the Agenda considered at the meeting.

If a person decides to appeal any decision made by the board, agency or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based (Florida Statutes, 286.0105). In accordance with the Americans with Disabilities Act of 1990, persons needing a special accommodation to participate in this proceeding should contact the City Clerk 48 hours prior to any meeting so arrangements can be made. Telephone (352) 483-5430 for assistance.

City of Eustis
P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

TO: EUSTIS CITY COMMISSION

FROM: Tom Carrino, City Manager

DATE: December 9, 2025

RE: Approval of Minutes

October 23, 2025 City Commission Meeting

November 6, 2025 City Commission Meeting

Introduction:
This item is for consideration of the minutes of the Eustis City Commission Meetings.

Recommended Action:
Approval of the minutes as submitted.

Prepared By:
Mary C. Montez, Deputy City Clerk

Reviewed By:
Christine Halloran, City Clerk

MINUTES
City Commission Meeting

6:00 PM – Thursday, October 23, 2025 – City Hall

Invocation: Moment of Silence

Pledge of Allegiance: Commissioner George Asbate

Call to Order: 6:02 p.m.

Acknowledge of Quorum and Proper Notice

PRESENT: Commissioner George Asbate, Vice Mayor Gary Ashcraft, Commissioner Michael Holland, Commissioner Emily Lee and Mayor Willie L. Hawkins

1. Agenda Update

Ordinance Numbers 25-31, 25-32 and 25-33: Annexation of Parcels with Alternate Key Numbers 1743320 and 1407940 and affiliated future land use designation and design district designation

Tom Carrino, City Manager, noted that Ordinance Numbers 25-31, 25-32 and 25-33 were heard on first reading on September 18, 2025. He stated the applicant has requested that second reading of the ordinances be moved to 11/20/2025.

Motion made by Commissioner Holland, Seconded by Vice Mayor Ashcraft, to move Ordinance Numbers 25-31, 25-32 and 25-33 to November 20, 2025. Motion passed on the following vote:

Voting Yea: Commissioner Asbate, Vice Mayor Ashcraft, Commissioner Holland, Commissioner Lee, Mayor Hawkins

2. Approval of Minutes

September 18, 2025 City Commission Workshop: Impact Fees

September 29, 2025 City Commission Workshop: Impact Fees

September 29, 2025 City Commission Special Meeting: Impact Fees

Motion made by Commissioner Holland, Seconded by Vice Mayor Ashcraft, to approve the Minutes. Motion passed on the following vote:

Voting Yea: Commissioner Asbate, Vice Mayor Ashcraft, Commissioner Holland, Commissioner Lee, Mayor Hawkins

3. Presentations

3.1 Recognition for Retirement of Jobey Jones

Mayor Hawkins read the recognition plaque for the retirement of Jobey (Joseph) Jones, Deputy Director of Public Works.

The Commission, Mr. Carrino and Rick Gierok, Public Works Director, thanked Mr. Jones for his 27 years of dedicated service.

3.2 Fire Department Meritorious Award for Positive Outcome for a Critical Traumatic C

Mike Swanson, Fire Chief, recognized Eustis Fire Department staff on B-shift with an award for a call on 06/29/2025 in Grand Island. He thanked the hospital workers, dispatchers, and Lake County staff for their help on the call for a critically injured youth.

The following EFD personnel were presented the Lifesaving Award: Lt Paramedic Michael Peckham, Lt Paramedic Michael Buschor, Sr Eng Paramedic Kyle Bateman, Eng Paramedic Sammy Rimes, Firefighter EMT Alexis Anderson and Firefighter Paramedic Iman Mencia.

The following Lake County Fire Personnel were also recognized: Fire Battalion Chief Robert Fickett, EMS Battalion Chief Steven Wheeler, Firefighter/EMT Christopher Richter, Firefighter/EMT Daniel James and Firefighter/Paramedic Josh Kibler.

The following Arnold Palmer Hospital Children's Emergency Department & Trauma Center personnel were also recognized: Emergency Medical Services Liaison Ernest Weishaupt and Trauma Center Director Julie Frey.

Sunny Wysap and Julie Frey from Arnold Palmer Children's Hospital thanked the staff on the call and gave each a challenge coin.

3.3 Events Department: City of Eustis Sunsational Awards Recognition

Mr. Carrino introduced Cheri Moan, the City's new Events and Communications Director.

Ms. Moan introduced her Events team as follows: Carl Saenger, Events Manager; Christine Guiffre, Vendor and Community Relations Coordinator; Anne Heslop, Events Coordinator; and Teagan Ferrin, Events Aide.

Mr. Carrino announced that the City had received six first place awards, one second place and one third place, which may be the most first place awards they have won.

Recognition of Eustis Police Department Accreditation

Craig Capri, Police Chief, stated this was the City's fourth cycle in the accreditation. He commented on the findings of the accreditation team and noted they were impressed that the Mayor and City Manager attended the accreditation ceremony.

Mayor Hawkins expressed appreciation for the work done with the department by Chief Capri.

4. Audience to be Heard

Mr. Carrino explained that Daniel DiVenanzo had submitted Request to Speaks cards for Items 7.1, 7.2, 7.3 and 7.4 however, the City does not normally take public comment on items under Other Business.

Daniel DiVenanzo, nonresident and City business operator, expressed concern that the City Manager is proposed to receive a 5% increase. He noted the salaries for other City Managers in the area and stated that the current manager is overpaid. He commented on the increase in impact fees. He then noted Items 7.2, 7.3 and 7.4. He expressed support for the City hiring an onboard City Attorney.

5. Consent Agenda

5.1 Resolution Number 25-78: Annexation Agreement and Developer's Agreement To Provide Water Service Outside the City Limits for a Real Property (addressed unassigned) on Honey Blossom Drive (Alternate Key 1407591)

5.2 Resolution Number 25-79: Authorizing Multiple Annual Purchases in Excess of $100,000 for Products and Services Essential to the Daily Operations of Public Utilities

5.3 Resolution Number 25-80: Approving an Expenditure in Excess of $100,000.00 for Construction Phase I of the Greenwood Cemetery Improvements and the Veterans Memorial

5.4 Resolution Number 25-81: Authorizing an Expenditure in Excess of $100,000 for the Eastern Wastewater Treatment Plant Reuse Pump Station Project

5.5 Resolution Number 25-84: Police Department FY 25-26 Drone Grant

Motion made by Commissioner Holland, Seconded by Commissioner Lee, to approve the Consent Agenda. Motion passed on the following vote:

Voting Yea: Commissioner Asbate, Vice Mayor Ashcraft, Commissioner Holland, Commissioner Lee, Mayor Hawkins

6. Ordinances, Public Hearings, & Quasi Judicial Hearings

6.1 Resolution Number 25-75: Refinancing of CRA Community Redevelopment Loan

Sasha Garcia, City Attorney, read Resolution Number 25-75 by title: A resolution by the City Commission of the City of Eustis, Florida, approving a promissory note to document interfund financing from the City's General Fund to the Eustis Downtown & East Town Redevelopment Agency, authorizing execution of said note, and providing for an effective date.

Lori Carr, Finance Director, reviewed the financing options previously discussed with the Commission and following the direction provided by the Commission. She explained the resolution would formalize the loan between the City's General Fund and the CRA.

Attorney Garcia opened the public hearing at 6:30 p.m. There being no public comment, the hearing was closed at 6:30 p.m.

Motion made by Commissioner Asbate, Seconded by Commissioner Holland, to approve Resolution Number 25-75. The motion passed on the following vote:

Voting Yea: Commissioner Asbate, Vice Mayor Ashcraft, Commissioner Holland, Commissioner Lee, Mayor Hawkins

6.2 Resolution Number 25-83: Preliminary Subdivision Plat for Tealwood Estates (2025-S-03) with Alternate Key Numbers 1215013, 1215544, 1094828, 1215536, and 1215005

Attorney Garcia read Resolution Number 25-83 by title: A Resolution of the City Commission of the City of Eustis, Florida; approving a preliminary subdivision plat for Tealwood Estates Subdivision (2025-S-03), a 61-lot townhome single-family residential subdivision, on approximately 8.44 acres of property located on the north side of Orange Avenue, east of Glover Street and west of Cardinal Street (Alternate Key Number 1215013, 1215544, 1094828, 1215536 and 1215005).

Jeff Richardson, Deputy Director Development Services, reviewed the proposed preliminary subdivision plat for Tealwood Estates (2025-S-03), a 61-lot townhome single-family attached residential subdivision, on approximately 8.44 acres of property located on the north side of Orange Avenue, east of Glover Street, and west of Cardinal Street (Alternate Key Numbers 1215013, 1215544, 1094828, 1215536, and 1215005). He stated the net density would be 7.23 units per acre with approximately 42% open space provided. He indicated they would be providing 1.1 acres of dog park, walking paths and passive park. He noted they would also be

providing an additional 32 parking spaces for guest parking. He provided a history of the project application and a description of the location of the project. He reviewed the surrounding land uses and provided a map of the proposed plat. He stated staff's recommendation for approval.

The Commission asked if there would be parks or tot lots with Mr. Richardson identifying the locations of a pavilion, walking trail and other park areas. He explained the location of the dog park.

Attorney Garcia opened the public hearing at 6:37 p.m. There being no public comment, the hearing was closed at 6:37 p.m.

Mayor Hawkins asked for a motion to allow discussion.

The Commission discussed wanting to see the development be more kid friendly. It was noted that the City's code does not require tot lots or playgrounds.

David Klutz, developer, noted there is room to do that and added that most of their developments have wound up with those amenities. He confirmed that the condos are two and three-bedroom.

Attorney Garcia explained that the preliminary plat approval is primarily ministerial at that point unless it does not meet existing code. It was noted that due to Senate Bill 180, their hands are tied.

Motion made by Vice Mayor Ashcraft, Seconded by Commissioner Holland, to approve Resolution Number 25-83. Motion passed on the following vote:

Voting Yea: Vice Mayor Ashcraft, Commissioner Holland, Commissioner Lee, Mayor Hawkins
Voting Nay: Commissioner Asbate

6.3 FIRST READING

Ordinance Number 25-37: Residential Backyard Chickens Program

Attorney Garcia read Ordinance Number 25-37 on first reading: An Ordinance of the City Commission of the City of Eustis, Lake County, Florida, creating Chapter 14, entitled "Animals and Fowl ," and adding Article II, entitled “Residential Backyard Chickens Program,” and creating Section 115-11.8 of the Land Development Regulations, entitled "Backyard Chickens Program Standards"; providing for legislative findings and intent; establishing definitions; providing for permit requirements; providing for standards of care; providing for enforcement and penalties; providing for program review and automatic continuation; providing for severability; providing for conflicts; providing for codification; and providing for an effective date.

Attorney Garcia explained the purpose is to establish a two-year pilot program allowing for the limited keeping of hens as an accessory use to single-family residential properties within the City of Eustis. She provided an overview of the specifics of the program including criteria, limitations, fines for noncompliance of the permits and benefits of the program. She stated staff's recommendation for approval of the ordinance and establishment of the backyard chicken pilot program.

Discussion was held regarding the proposed ordinance with the following issues or questions: 1) Requirements for the structure and health benefits; 2) Issues with someone having to deal with a neighbor having chickens; 3) Additional responsibilities for Code Enforcement; and 4) Who will monitor the number of chickens at one location and whether or not they are sold.

Attorney Garcia reviewed the specific limitations within the ordinance including what is the responsibility of the applicant. She cited what might result in denial of the application. She noted that a denial can be appealed to the City Manager and the Commission. She explained what would require Code Enforcement to go out and how they would determine if the $75 fee is sufficient. She commented on what would occur if there were to be a health advisory regarding poultry health. She then cited what would be included in the Land Development Regulations pertaining to the chickens.

Attorney Garcia opened the public hearing at 7:06 p.m.

Pam Rivas spoke in support of the ordinance and cited numerous cities and counties that allow backyard chickens.

Daniel DiVenanzo noted the limitation of 15 permits with three chickens per permit totaling 45 chickens.

Karen LeHeup-Smith spoke in support of the ordinance and the limitation of 15 permits..

There being no further public comment, the hearing was closed at 7:09 p.m.

The Commission noted that the ordinance is strictly for a pilot program to determine if it will work with Attorney Garcia confirming that it is for a two-year pilot program. She noted that, if there are five verified complaints within twelve months, then staff will bring it back to the Commission.

The Commission commented on the amount of effort that went into development of the ordinance, the fact that there is an educational requirement in the ordinance and the benefits to the community.

Motion made by Vice Mayor Ashcraft, Seconded by Commissioner Asbate, to approve Ordinance 25-37 on first reading. Motion passed on the following vote:

Voting Yea: Commissioner Asbate, Vice Mayor Ashcraft, Mayor Hawkins

Voting Nay: Commissioner Holland, Commissioner Lee

RECESSED: 7:14 p.m. RECONVENED: 7:20 p.m.

7. Other Business

7.1 City Manager’s Annual Evaluation

Karen Crouch, Human Resources Director, noted that the City Manager's evaluation was completed by the Commission. She stated staff is recommending that Mr. Carrino receive a 5% salary increase, which is the same as the other employees, plus $1,000. She added that the other cities' managers' salaries that were provided were as of October 1st.

Commissioner Holland confirmed he had met with Mr. Carrino regarding his evaluation and expressed support with him receiving the same increase as the other employees.

Commissioner Lee confirmed that she had also met with Mr. Carrino.

Vice Mayor Ashcraft indicated he had also met with Mr. Carrino. He commented on the challenges facing the City and stated he would not be in favor of a 5% raise.

Commissioner Asbate indicated he had met with Mr. Carrino and HR. He commented on a comparison of City budgets between Eustis and other area cities, and Mr. Carrino's experience as a City Manager compared with other cities. He cited his concerns regarding City finances

and expressed opposition to the 5% increase plus the $1,000 additional. He noted he ha asked Mr. Carrino for his response on some items and indicated he had not yet received that back. He suggested that the Commission could re-visit the City Manager's compensation in less than one year.

Mayor Hawkins confirmed he had also met with Mr. Carrino. He noted that some of the challenges have been caused by the Commission and added that Mr. Carrino has saved the City from some situations where the City might have been sued. He expressed support for Mr. Carrino receiving the same increase as other employees.

Commissioner Holland commented that the City Manager and Assistant City Manager are only as good as the City Commission and the Commission has given mixed signals.

Mr. Carrino stated his intent is to listen to the Commission's comments. He commented on the years of experience that other City Managers in the area have.

Mayor Hawkins noted the downtown development projects have consumed the City for years and Mr. Carrino has been following Commission direction.

Mr. Carrino noted that the City Manager's contract has included a $200 monthly vehicle allowance since 2015 and added that he included in the budget a request to increase that allowance to $400 per month.

Discussion was held regarding the need to provide more concise direction to Mr. Carrino and how they conducted their individual reviews with Mr. Carrino and HR. It was suggested that they hold a workshop to discuss the City Manager and their direction.

Mayor Hawkins polled the Commission regarding the salary increase with Commissioner Holland agreeing to the same as the rest of the staff, and Vice Mayor Ashcraft asking for less.

The Commission discussed the delays held due to things being postponed to hold workshops rather than action taken. Discussion was also held regarding the need for a new evaluation process.

Mayor Hawkins finalized the poll with a consensus for the City Manager to receive the 5% plus $1,000 increase with Vice Mayor Ashcraft supporting a 2.5% increase and Commissioner Asbate supporting a 1% increase.

7.2 Staff seeks Commission direction on a policy to guide the sale or transfer of surplus City-owned residential lots, including both CRA and non-CRA properties. Discussion will focus on options to prevent speculative resale and ensure community benefit, such as reverter clauses, deed restrictions, or performance-based mortgages. Direction is needed on preferred safeguards and criteria to apply in future dispositions. (City Attorney)

Attorney Garcia requested direction on development of a policy on the sale or transfer of surplus City-owned residential lots, both CRA and non-CRA. She stated staff is looking for direction on what safeguards and timeframes they would like to have. She noted there are state statutes that would affect the policy as well. She explained that a uniform policy would support transparency, fairness and defensibility. She reviewed the benefits of having an adopted policy and provided an overview of the different types of safeguard mechanisms that could be used. She summarized the request for direction on the preferred protective mechanisms, preferred timeframes for development and resale restrictions, and whether to apply different standards for CRA vs. non-CRA lots. She reviewed her recommendations for a tiered approach for non-CRA lots and her recommendation for the CRA lots.

Vice Mayor Ashcraft expressed concern regarding the ability for mortgages to be obtained based on the restrictions.

Attorney Garcia explained that, based on the Commission direction, she would bring back a draft resolution for consideration along with templates for the various types. She suggested that Vice Mayor Ashcraft could assist with drafting the resolution due to his concerns.

CONSENSUS: It was a consensus of the Commission for Attorney Garcia and Vice Mayor Ashcraft to work on a resolution to bring back to the Commission.

7.3 Staff requests Commission direction to bring forward a resolution adopting the City's standardized Public Records Exemption Request Form and administrative procedures. These tools implement expanded protections under Section 119.071(4)(d), Florida Statutes, and Senate Bill 268 (2025) for qualifying officials, employees, and family members. Adoption will ensure legal compliance and consistent processing of exemption requests. (City Attorney)

Commissioner Holland asked if the City isn't subject to state statute regarding the next two discussion items - Public Records Exemption Form and Public Records Compliance and Due Diligence Form.

Attorney Garcia explained her reason for recommending they adopt the forms. She further explained her decision to bring forward to the Commission certain items for discussion only prior to bringing them forward for consideration unless it is something that is required.

Commissioner Asbate questioned the need to approve the forms when it is governed by state statute. He asked for it to be tabled until he has a chance to read some of the information.

Attorney Garcia explained the City doesn't currently have policies in place with Commissioner Asbate further asking both items to be tabled. He asked the Mayor to poll the Commission about tabling.

Mayor Hawkins began polling the Commission regarding tabling the discussion with Attorney Garcia explaining that Senate Bill 268 expands the exemptions. She explained the additional exemptions and stated that staff needs a form to assist with the handling of those exemptions and to confirm the individual actually qualifies for the exemption. She confirmed that other cities do have similar forms.

Further discussion was held with a consensus to table both items and have them brought back in two weeks as discussion items.

7.4 Staff requests Commission direction to advance a resolution adopting a standardized acknowledgment form for use when public records requests involve personal devices or accounts of City officials or employees. The form affirms the individual's legal duty under Chapter 119, Florida Statutes, to exercise due diligence in identifying, preserving, and producing responsive records. It also provides written documentation of compliance efforts to protect the City and individual from potential liability. Adoption will enhance transparency and reduce legal exposure. (City Attorney)

This item was not heard due to the determination to table Items 7.3 and 7.4 for two weeks.

8. Future Agenda Items and Comments

8.1 City Commission

Commissioner Holland congratulated the Fire and Police Departments and expressed appreciation for both departments' command staff. He noted the upcoming Halloween holiday

and encouraged everyone to be careful. He cited an upcoming event with Parks and Recreation.

Commissioner Lee expressed pride in all of the awards won by the City.

Commissioner Ashcraft requested that the agenda be published on Thursday rather than Friday to allow more time for Commissioners to ask questions of staff. He asked for the City to reimburse him for his travel expenses to attend a conference in Japan. He noted that they would be meeting with some companies interested in coming to Florida.

The Commission asked how much is budgeted for travel for each Commissioner with Mr. Carrino responding that they budget $2,000 per Commissioner for the League of Cities conference and $1500 per Commissioner for the Legislative Days in Tallahassee. He indicated they also budget for the Florida Redevelopment Association but that is in the CRA budget. He noted they also budget for other, smaller local events. He noted those funds are in the Travel and Per Diem under those specific events.

Discussion was held regarding Commissioners being allowed to travel to other conferences that may be beneficial to the City utilizing the funds already in the budget versus the benefits in all of the Commissioners going to specific conferences.

Discussion was held regarding what benefits would be gained from Vice Mayor Ashcraft attending the conference in Japan with a suggestion that Economic Development Director Al Latimer also attend. It was noted that they needed additional information regarding the purpose of the conference and benefit to the City.

Vice Mayor Ashcraft asked the Mayor to poll the Commission.

Commissioner Lee declined to comment, Commissioner Holland expressed opposition. Commissioner Asbate expressed support. Vice Mayor Ashcraft noted he had a copy of the itinerary if anyone wanted to see it.

Attorney Garcia suggested they consider adjusting the travel policy. She noted that the Charter does have some restrictions. She indicated that, if there is found to be some public benefit, there could be reimbursement. She suggested he attend the conference and bring back information regarding the public benefit and then the Commission can consider doing a budget amendment to allow the reimbursement.

Mayor Hawkins indicated he would need more information to be able to make a decision. He asked if Vice Mayor Ashcraft was open to Attorney Garcia's suggestion with Mr. Ashcraft concurring.

Chief Capri announced that retired sergeant Phil Livingston recently passed away. He noted that Mr. Livingston had asked for certain things for his funeral. He provided information regarding the planned services and procession to the Lakeside Memory Gardens. He invited the Commissioners to attend.

Commissioner Asbate raised the issue of parking concerns for local businesses. He noted that some people are parking in front of the businesses for hours, and sometimes days, at a time. He indicated that he doesn't allow employees to park in front of his business.

Mayor Hawkins indicated that he and Chief Capri would be meeting with the downtown businesses. He noted that business owners are also parking in the customer parking.

Vice Mayor Ashcraft noted the problem with tenants residing above the businesses as well.

Commissioner Asbate commented on the upcoming services for Aaron Bellaire. He then commented on the inter-relationship among the Commissioners.

8.2 City Manager

Mr. Carrino announced Dr. Levey has been engaged and he has met with a Commissioner and members of the leadership team. He noted the need to schedule additional meetings with individual Commissioners and to schedule the workshop sometime in early December. He reported staff is working with the State on the Evaluation and Appraisal Report and explained that is for evaluation and modification of the Comprehensive Plan. He stated that has been complicated by Senate Bill 180; therefore, staff is working with a consultant. He indicated that the City is coming up on some deadlines but they are also experiencing delays due to SB 180. He explained that it may affect their ability to approve some comprehensive plan amendments and annexations in the future. He thanked everyone for the time they put into his evaluation and indicated he would put time into working on those comments. He expressed appreciation for the Commission and how they have to serve the dual role of being an employer and a steward of the public funds.

8.3 City Attorney

Attorney Garcia reported on the Community Center property and stated they did receive a revised title commitment which shows that the City does hold fee simple clear title to the property. She added that it is no longer subject to any deed restrictions or reverter clauses. She said they can move forward with the existing legal description; however, the title insurer did recommend having a new boundary survey. Costs for that were found to be pretty high. She recommended that whoever gets the property should pay for the survey to insure they have exact delineations on that conveyance. She indicated that would save the City unnecessary expense and noted it would need to be included in the advertising. She explained the process to be used for advertising the City's intent to dispose of the property.

The Commission asked if that would be done this year with Mr. Carrino indicating it could be on the next agenda. The Commission expressed concern regarding the City not having a plan for relocation of the community building.

Attorney Garcia explained the information that would be included in the advertising with Commissioner Lee noting they need to also tell what their plans are for replacement of the community building.

Attorney Garcia confirmed that the RFP is not mandated by law with Mr. Carrino indicating that 30 days' notice is required.

The Commission asked about the unsolicited proposal the City received with Attorney Garcia indicating they will be able to submit an application once the Notice of Intent goes out. She indicated that the City has no obligation to respond to the proposal. She confirmed she told their attorney she would notify him once the Notice of Intent is issued.

Attorney Garcia asked if the Commission wants the content of the advertising to be brought back to them with Commissioner Asbate asking for them to receive a copy of it and for them to be told when and how it would be advertised. He also asked that the responses be opened in public.

Attorney Garcia indicated it would be brought back to the Commission at the next meeting.

Attorney Garcia reported on the charging stations. She indicated a draft contract was submitted for her to review. She stated it would need to be revised and negotiated. She noted

that the current draft includes a lot of control for the vendor and limits flexibility for the City does not include clear performance standards. She added that it is an exclusivity agreement and she would like the ability to negotiate other locations and providers.

Attorney Garcia reported that the City received notification that two property owners have filed lawsuit with Lake County and reached out to Development Services seeking an appellate process for Resolution 25-55 which granted approval of the Huddle 44 site plan including the drive through. She explained the City does not have an appellate process for that; therefore, they would need to seek recourse through the courts. They are alleging the City did not comply with provisions of the Land Development Code. She stated that no damages are being sought but is essentially a review of the City's process. She explained why a shade meeting was not needed as she is only providing them information that is already a public record not discussing legal strategy.

Attorney Garcia explained that the court has conducted the review and issued an Order of Initial Cause. She explained the City will have 30 days to prepare a response and they will be coordinating to get a certified record. She indicated that, if necessary, she will request to hold a shade meeting.

8.4 Mayor

Mayor Hawkins confirmed that the groundbreaking will be held at 9:00 a.m. He provided a statement regarding serving in public administration and what it entails. He stated that what they do is not about controlling outcomes but about creating conditions where good outcomes remain possible. He emphasized that they have work to do for the people and it is not about them. He stated they need to be focused and get the work done.

9. Adjournment: 8:44 p.m.

**These minutes reflect the actions taken and portions of the discussion during the meeting. To review the entire discussion concerning any agenda item, go to www.eustis.org and click on the video for the meeting in question. A DVD of the entire meeting or CD of the entire audio recording of the meeting can be obtained from the office of the City Clerk for a fee.*

CHRISTINE HALLORAN City Clerk	WILLIE L. HAWKINS Mayor/Commissioner

MINUTES
City Commission Meeting

6:00 PM – Thursday, November 06, 2025 – City Hall

Invocation: Deacon Jim Shelley, St. Mary of the Lakes Catholic Church

Pledge of Allegiance: Vice Mayor Gary Ashcraft

Call to Order: 6:03 p.m.

Acknowledge of Quorum and Proper Notice

PRESENT: Vice Mayor Gary Ashcraft, Commissioner Michael Holland, Commissioner Emily Lee, Commissioner George Asbate and Mayor Willie L. Hawkins

1. Agenda Update

Tom Carrino, City Manager, announced Item 2.2 - the update from Mike Goman - had been removed from the agenda in the interest of time.

2. Presentations

2.1 Future Business Leaders of America (FBLA) Check Presentation

Commissioner Asbate presented members of the Eustis High School Future Business Leaders of America (FBLA) with a donation check for $450. He explained the purpose of the organization.

Student advisor Sonya White thanked the Commission for their support. She announced they will have two additional advisors in the new school year and they now have 42 members.

2.2 Update from Mike Goman

This item was removed from the agenda.

2.3 Storm Recovery Update

Mike Swanson, Fire Chief, provided a storm recovery update. He reported on the various road closures and their status. He explained they are still identifying issues. He reported on the status of the issue at Spring Ridge Estates and commented on the rain event that caused the issues and the cost of the necessary repairs.

Mayor Hawkins thanked the team of responders and commented on how well everyone responded.

Chief Swanson responded the Fire Department received 105 calls for service within a four hour period utilizing only two trucks. He said there were 32 people rescued and housed in their bay until they could get assistance from the Red Cross and LifePointe Church.

3. Audience to be Heard

Cindy Newton, unincorporated Eustis, thanked the Fire Department, the Commission and all responders for their efforts during the rain event. She commented on the Commission's foresight in denying a previous annexation request at Business Loop 44 and DeLand Road and how that might have caused even more problems if it had been approved. She further

commented on the various issues that occurred due to the flooding. She asked the City to check on some retention areas she saw that did not seem to be retaining water. She also expressed concern regarding retention around Chelsea Square.

Johanna Watson, Eustis resident, thanked everyone for the sump pumps on Lake Shore Drive after the flooding. She expressed concern regarding Green Lake Drive and Green Lake. She noted a neighbor whose home flooded due to the road not being maintained. She emphasized the need for something to be done. She also expressed concern that emergency services did not seem to know that her home was there.

Kim Reed, Eustis resident, commented on flooding on her property on Dogwood Lane stating that all of the runoff from Lakeview came across her property and broke her window. She noted that the school had covered up a stormdrain with dirt.

Theo Bob, resident of Spring Ridge Estates neighborhood, thanked the Commissioners and staff for their efforts and indicated they have done an outstanding job helping residents get back in their homes.

Arayma Inman, Umatilla resident, commented on her septic system which she had installed in 2000. She cited personal issues she has had and noted her intent to turn the house into a group home. She indicated someone is working against her but she does not know who it is and asked for assistance.

4. Consent Agenda

4.1 Resolution Number 25-82: Fire Department Purchase of USDD Phoenix G2 Station Alerting System

4.2 Resolution Number 25-85: Authorizing Multiple Annual Purchases in Excess of $100,000 for Products and Services Essential to the Daily Operations of Public Works

4.3 Resolution Number 25-86: Eustis Police Department Tactical Plate Carriers Grant

4.4 Resolution Number 25-87: Eustis Police Department Lighted Traffic Vest Grant

Motion made by Commissioner Lee, Seconded by Commissioner Holland, to approve the Consent Agenda. The motion passed on the following vote:

Voting Yea: Vice Mayor Ashcraft, Commissioner Holland, Commissioner Lee, Commissioner Asbate, and Mayor Hawkins

5. Ordinances, Public Hearings, & Quasi Judicial Hearings

5.1 Resolution Number 25-97: Emergency Declaration for Spring Ridge Estates

Sasha Garcia, City Attorney, read Resolution Number 25-97 by title: A Resolution of the City Commission of the City of Eustis, Florida, declaring an emergency relating to the Spring Ridge Estates culvert failure and damage to City utilities; ratifying authorization emergency entry upon private property, emergency procurement, and implementation of emergency protective measures; authorizing preparation of a City-HOA emergency entry and cost-recovery agreement; providing for reimbursement and security; preserving eligibility for federal or state assistance if available; acknowledging HOA insurance claims and preventing duplication of benefits; providing for limitation of liability, waiver of formalities, and an effective date.

Attorney Garcia explained the resolution formalizes the City's emergency powers relating to the culvert failure in Spring Ridge Estates. She stated that 21 homes were affected and cited the specific powers and City, County and State actions pursuant to the event. She further

explained what is being approved via the resolution. She stated that staff is requesting authorization to enter into the agreement which will approve securing the area and allow them to enter into an agreement with the HOA for access to the private property and provide services necessary to restore the infrastructure with anything outside the infrastructure cost being the responsibility of the HOA and they would be responsible for reimbursing the City for those costs. She indicated that they have submitted a claim to their insurance which may be used to reimburse the City. The HOA will also need to approve a resolution to enforce a special assessment to reimburse the City or, if that fails, the City will be authorized to levy a special ad valorem assessment for reimbursement of the HOA costs against each property owner. She emphasized the City's desire to get the owners back in their homes as soon as possible and cited the issues involved.

The Commission questioned whether the HOA could get private financing to cover the costs with Mr. Carrino and Mayor Hawkins explaining the need to move quickly and that private financing might be possible but would take more time than they have to get it done.

Attorney Garcia opened the public hearing at 6:40 p.m. There being no public comment, the hearing was closed at 6:40 p.m.

Nick Tonka, representing HOA Board attorney, concurred that the timing would be difficult to obtain private funding.

Rick Gierok, Public Works Director, explained that in addition to the other damage there is a force main in jeopardy. He stated that if the force main is compromised everyone is out of service. He commented that they cannot get a vehicle across to assist with the lift station, which is located on the island. He stated the HOA has enlisted a contractor to put up a dam. He indicated he has been watching it and, just before the meeting, he noted that two of the pumps in use had failed and the dam was breached. He stated the storm culverts have failed even more putting the force main more in jeopardy. He noted he moved some equipment out there to try and protect the force main. He indicated they were able to get the dam secured and the pumps back up. He added he has a contractor bringing more pumps. He stated the water main is lost due to concrete falling and hitting the pipe. He indicated that the water main repair will be fairly simple.

The Commission questioned the cost with Mr. Gierok responding that, if they can move quickly, under $500,000 but if they lose everything it will be over $1 million.

The Commission asked how long the funding recovery period would be with Attorney Garcia responding it is a cost to be negotiated. She estimated a five to seven year repayment period. She confirmed that all of the HOA members would be assessed due to it being a common area.

The Commission questioned the time frame for the repairs to be completed with Mr. Gierok estimating two weeks. He indicated that he has a contractor ready to go.

Attorney Garcia added that, once the repairs are completed, maintenance would be the responsibility of the HOA.

Commissioner Asbate expressed concern regarding the legality of utilizing public funds on a private entity and whether it is prevented under state statute Article 7 Section 10. He noted there are other residents whose property was damaged.

Mayor Hawkins noted that City infrastructure is also at risk in this instance. If it fails, 127 residents' homes will be condemned. He emphasized he would not vote no on the proposal.

Commissioner Asbate agreed it is a difficult situation and reiterated his concerns regarding legalities and asked Attorney Garcia if she had reviewed the HOA documents and confirmed that only the HOA Board has to vote on the resolution.

Attorney Garcia assured the Commission that she had reviewed all of the legalities. She stated that Article 7 Section 10 refers to lending money and she emphasized the City would not be lending the money. She commented on the City's need to provide emergency services and, right now, a fire truck could not get across the bridge. She cited other situations where other agencies have entered into similar agreements. She explained that the City is fronting the money due to the emergency nature and involvement of the City's infrastructure. She stated that the City can't protect the City's infrastructure, provide access to fire or EMS, unless the repairs are done. She emphasized it is legal.

Commissioner Asbate asked what would be the City's protection if the HOA becomes insolvent with Attorney Garcia responding that the City can utilize the special assessment levy which would assess each of the properties individually. She explained the HOA Board would bind all of the property owners. Pursuant to a question from the Commission, she further explained the timeline for repayment.

Motion made by Commissioner Holland, Seconded by Vice Mayor Ashcraft, to approve Resolution Number 25-97. The motion passed on the following vote:

Voting Yea: Vice Mayor Ashcraft, Commissioner Holland, Commissioner Lee, Commissioner Asbate, and Mayor Hawkins

RECESS: 7:03 p.m. RECONVENE: 7:07 p.m.

5.2 Resolution Number 25-90: Placement of a Textile Recycling Bin/Shed at the Life Community Church, Inc., 2910 Dillard Road and Determining a Waiver Request

Due to the absence of Attorney Garcia, Mike Lane, Development Services Director, read Resolution Number 25-90 by title: A Resolution of the City Commission of the City of Eustis, Florida, approving a waiver for the size and placement of a textile recycling collection bin/shed at 2910 Dillard Road, pursuant to Ordinance Number 21-07; providing for conditions of approval.

Mr. Lane reviewed Resolution Number 25-90 authorizing the placement of a textile recycling bin/shed at the Life Community Church Inc., located at 2910 Dillard Road. He explained that the Church is seeking approval to authorize a single textile recycling bin and waivers regarding the size, color and signage on the bin. He reviewed the criteria contained in Ordinance 21-07, adopted in 2021, pertaining to textile recycling bins. He stated that the Church, partnering with St. Pauly Textile Inc., placed an 8’x14’ shed without realizing the City’s bin regulations. He explained the location of the bin on the site and reviewed how the existing bin complies or does not comply with the code. He noted the maximum allowed within the City and stated they would have to come back before the Commission for any additional bins.

Discussion was held regarding the timeline, need to maintain a valid BTR, maintenance of the site, the maximum number of bins allowed within the City and that Code Enforcement can always bring it back if there is an issue.

Discussion was held regarding how the original ordinance was developed and why. It was confirmed that this was brought forward due to a Code Enforcement case.

Attorney Garcia opened the public hearing at 7:22 p.m. There being no public comment, the hearing was closed at 7:22 p.m.

Motion made by Commissioner Holland, Seconded by Commissioner Asbate, to approve Resolution Number 25-90. The motion passed on the following vote:

Voting Yea: Vice Mayor Ashcraft, Commissioner Holland, Commissioner Lee, Commissioner Asbate, and Mayor Hawkins

5.3 Resolution Number 25-91: Placement of Textile Recycling Bin/Shed at the Church of the Nazarene, 480 County Road 44 and Determining a Waiver Request

Attorney Garcia read Resolution Number 25-91 by title: A Resolution of the City Commission of the City of Eustis, Florida; approving a waiver for the size and placement of a textile recycling collection bin/shed at 480 County Road 44, pursuant to Ordinance Number 21-07; providing for conditions of approval.

Mr. Lane stated this is a similar situation but a different location, which is Church of the Nazarene. He indicated this one has been in place since May and cited the location of the bin on the site. He stated staff's recommendation for approval.

Attorney Garcia opened the public hearing at 7:24 p.m. There being no public comment, the hearing was closed at 7:24 p.m.

Motion made by Commissioner Holland, Seconded by Commissioner Lee, to approve Resolution Number 25-91. The motion passed on the following vote:

Voting Yea: Vice Mayor Ashcraft, Commissioner Holland, Commissioner Lee, Commissioner Asbate, Mayor Hawkins

5.4 SECOND READING

Ordinance Number 25-37: Residential Backyard Chickens Program

Attorney Garcia read Ordinance Number 25-37 by title on second and final reading: An Ordinance of the City Commission of the City of Eustis, Lake County, Florida; creating Chapter 14, entitled "Animals and Fowl," and adding Article II, entitled "Residential Backyard Chickens Program," and creating Section 115-11.8 of the Land Development Regulations, entitled "Backyard Chickens Program Standards"; providing for legislative findings and intent; establishing definitions; providing for permit requirements; providing for standards of care; providing for enforcement and penalties; providing for program review and automatic continuation; providing for severability; providing for conflicts; providing for codification; and providing for an effective date.

Attorney Garcia opened the public hearing at 7:25 p.m. There being no public comment, the hearing was closed at 7:25 p.m.

Motion made by Commissioner Asbate, Seconded by Vice Mayor Ashcraft, to approve Ordinance Number 25-37. The motion passed on the following vote:

Voting Yea: Vice Mayor Ashcraft, Commissioner Asbate, and Mayor Hawkins
Voting Nay: Commissioner Holland, Commissioner Lee

6. Other Business

6.1 Commission Direction to Proceed with Issuance of Request for Proposals (RFP No. 005-25) and Publication of Notice of Intent to Dispose of Property Per §163.380 – Community Center Redevelopment

Mr. Carrino cited the previous receipt of an unsolicited proposal regarding redevelopment of the City's Community Center site as an upscale boutique hotel. He explained that, any time

the City disposes of property within a CRA, there is a specific process that must be followed. Therefore, the Commission directed staff to put together a Request for Proposals for the Community Center site. As part of that process, the City had to engage in title work to clear a deed restriction on the site. That title work has been completed. Discussion was held regarding having a survey done to tie the actual real estate with the title work. The survey would result in a significant cost. He stated staff is comfortable with moving forward with the title work as provided and leaving it to the buyer to fund the cost for a survey. He indicated staff has prepared a draft Request for Proposal. He provided to the Commission copies of the original 1906 deed and a packet relating to the title work.

Attorney Garcia explained that there was a restriction on the original deed that restricted the use of the property as a park. She reviewed the timeline developed through the title work and what was discovered in the probate records. She commented on there not being a modern legal description and cited the conveyance to the City in 1959 by Daisy Pendleton.

Attorney Garcia noted that the RFP number would change due to the new calendar year coming up with Mr. Carrino stating that there is in the agenda packet the advertised Notice of Intent and the draft Request for Proposal. He indicated that, once approved by the Commission, the Request for Proposal would be issued.

Mayor Hawkins expressed opposition with moving forward with the RFP until they have determined what they will be doing for a Community Center.

Discussion was held regarding the purpose in issuing the RFP with Attorney Garcia explaining the City has a legal requirement to notify the public of its intent to dispose of City-owned property, particularly within the CRA. She explained what would be included within the RFP detailing the information that an application would need to include. She confirmed that the City would not be required to accept any of the proposals received. She commented on how the process might proceed with the proposals to be opened in the public. She also commented on the possibility of someone offering to purchase the land. She emphasized that the City would have to look at the fair market value regardless of how it is disposed of and make sure that the value matches the benefit.

The Commission discussed the benefit to the City of the property becoming taxable, the return on investment, the need to decide about a community center for the residents, and why the City would dispose of the property before making that decision.

Attorney Garcia indicated that the RFP would just be a first step. She explained the intent is to inform the public that the City would accept proposals for use of the property.

Discussion was held regarding whether or not issuing the RFP is premature, not letting go of the community center property until there is a site for a new community building, and postponing consideration of the RFP.

Attorney Garcia noted that the RFP presented is simply a draft for their review and consideration. She expressed concern regarding releasing the RFP prior to the City being ready to part with the property due to applicants expending funds to prepare their proposals.

The Commission asked if the RFP has been issued for the downtown three blocks with Mr. Carrino responding negatively. He stated it would probably not be issued until January following the meeting with Dr. Levey.

Discussion was held regarding how the City went from focusing on the former Waterman site to focusing on the community building site, whether or not they can work on both simultaneously and the need to consider other aspects of the master plan.

Discussion was held regarding taking time to consider the RFP and bring it back and what should be included within the RFP, so the City's expectations are clear to the potential developers.

Attorney Garcia stated the RFP needs to be as solid as possible as the applicants will be putting money and time into responding to the proposal, so the City needs to review those submissions in good faith. She commented that the more accurate they are the better and stated her opinion that they need to be closer to being ready to dispose of the property. She explained that, otherwise, that needs to be included in the RFP, so the applicants understand their financing and guarantors need to be flexible. She confirmed that is included in the current draft.

Further discussion was held regarding the City's plans for the community building and the need for it to be under the City's control, not someone else. Discussion was held regarding postponement, the need for a new community building and the scope of work with Dr. Levey.

CONSENSUS: It was a consensus of the Commission to postpone approval and issuance of the RFP until after the workshop with Dr. Levey.

6.2 Direction to Proceed with Development and Adoption of a Public Records Exemption Request Form and Procedures Pursuant to Senate Bill 268 (2025) and §119.071(4)(d), Florida Statutes

Attorney Garcia noted she had included more information on the following two items since the previous meeting. She discussed the Standardized Public Records Exemption Request Form and procedures. She explained the purpose is to provide staff with an easy way to confirm that a request from a spouse or adult child qualifies for the exemption and to identify the specific information they want to be exempt. She reviewed the changes to exemptions pursuant to Senate Bill 268.

The Commission asked how long such exemption lasts with Attorney Garcia responding it would only be while the related individual is either in office or employed.

CONSENSUS: It was a consensus of the Commission for staff to bring back the form for adoption via resolution.

6.3 Direction to Proceed with Adoption of a Public Records Search Certification Form (Personal Devices/Accounts)

Attorney Garcia explained that the standardized Public Records Search Certification Form would apply to City Officials and staff. She provided an overview of the state requirements regarding public records that may exist on an employee or City official's personal phone or account. She indicated the form would ensure the City has a way of tracking the obligation of the City to perform their due diligence and reasonable diligence and forwarding the records request to the individual whose records are being requested. She reviewed the draft form and how it would be completed and utilized and ultimately submitted to the City Clerk. She stated it would provide confirmation that an individual has done their due diligent search and indicated whether or not they have responsive records and provide documentation for the City Clerk to use to confirm that an appropriate search was completed. She cited related court cases involving the violation of the Public Records Act due to the failure of an entity to provide text messages. She commented on the increase in public records requests.

The Commission discussed the need to comply with state law and how the form will protect the City and officials.

CONSENSUS: It was consensus to have the form adopted via resolution and placed on t Consent Agenda.

7. Future Agenda Items and Comments

7.1 City Commission

Commissioner Holland commented on the recent funeral service of Aaron Bellair and thanked everyone for their participation. He asked Events Director Cheri Moan to comment on the upcoming Veterans event.

Ms. Moan provided an overview of the Salute to Veterans event and activities. She noted their new program called "Wreaths of Honor" to be placed on the veteran's graves in Greenwood Cemetery. She also commented on tours of the Clifford House.

Commissioner Lee expressed appreciation for the progress on the cemetery improvements. She then noted the Eustis in Bloom and Mount Dora Garden Club collaboration. She commented on their attempts to get the downtown merchants to assist with Christmas decorations and cited their future plans for a mural.

Vice Mayor Ashcraft asked for an update on the lakefront dock.

Mr. Carrino reported staff is working with one of the City's contract engineers to engineer plans for both the boat dock and for the sea planes. Those will be brought back to the Commission for consideration.

Vice Mayor Ashcraft provided a report on his trip to Japan for the conference and noted he was able to meet with the Florida Secretary of State during the conference as well as businesses interested in coming to Florida. He commented on the amount of influence Japan has on Florida and cited how interested they are in doing business in Florida.

Commissioner Asbate also commented on the Celebration of Life for Aaron Bellair and complimented Commissioner Holland on his handling of the event.

Mayor Hawkins concurred with Commissioner Asbate about the Celebration of Life and commented on how much Mr. Bellair meant to the Eustis community. He commented on how well the City staff responded to the recent storm and flooding event. He cited the number of calls he has received from other entities indicating that the Commissioners have been interfering in areas where the staff needs to be allowed to act. He emphasized the need to allow City staff to do their jobs. He expressed appreciation to Mr. Carrino and Miranda Burrowes for their work around the City.

7.2 City Manager

Mr. Carrino thanked all of the City staff for their response during the storm event, not only front line, but behind the scenes staff as well.

7.3 City Attorney: None

7.4 Mayor

Commissioner Lee thanked Lifepointe Church and Pastor Rene Hill for their support for the community during the emergency.

Mayor Hawkins commented on a specific situation to assist a family and how Pastor Hill assisted.

8. Adjournment: 8:30 p.m.

**These minutes reflect the actions taken and portions of the discussion during the meeting. To review the entire discussion concerning any age go to www.eustis.org and click on the video for the meeting in question. A DVD of the entire meeting or CD of the entire audio recording of the meeting can be obtained from the office of the City Clerk for a fee.*

CHRISTINE HALLORAN
City Clerk

WILLIE L. HAWKINS
Mayor/Commissioner

City of Eustis
P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

TO: EUSTIS CITY COMMISSION

FROM: Tom Carrino, City Manager

DATE: December 9, 2025

RE: Appointment to the City of Eustis Firefighter's Pension and Retirement System Board of Trustees – Seat #1

Introduction:
This item is for City Commission consideration of the reappointment of Rachel Holtzclaw to Seat #1 of the Eustis Firefighters' Retirement System Board of Trustees for a two-year term to expire November 2027.

Background:
Chapter 70, Article III, of the Code of Ordinances provides information regarding the Firefighters' Pension and Retirement System. Ms. Holtzclaw was last reappointed to the Board in November 2022.

In August 2024, the Commission approved Ordinance Number 24-29 amending Chapter 70 pertaining to the Firefighters' Pension and Retirement System. This ordinance amended Sec. 70-61.5 Board of Trustees. It provides for each seat on the Board to be numbered and provides for Seats 1 through 4 to be either appointed or elected in November. Seat #1 is to be appointed in odd numbered years and Seat #2 in even numbered years. Seat #3 is to be elected in odd numbered years with Seat #4 being elected in even numbered years. Seat #5 may be appointed in whatever month is appropriate; however, all appointments are for two years.

In order to conform to these new requirements, the current Board members were each assigned to the numbered seats that most closely aligned with their previous appointments. The attached roster shows the seat number designations and anticipated reappointment or election dates.

Position, Member Name, Term Expiration and Status of Position available:
1. Member, Rachel Holtzclaw, Term expiration 11/30/2025 – seeking reappointment

Recommended Action:
Staff recommend consideration of the applicant for the position below:
1. Member Seat #1: Term 11/30/2025 to 11/30/2027

Prepared By:
Christine Halloran, City Clerk

Reviewed By:
Tom Carrino, City Manager

Attachments:

1. Board Reappointment Form – Rachel Holtzclaw
2. Fire Pension Board of Trustees Roster (as of 12/3/2025)
3. Eustis, FL Code of Ordinances, Chapter 70
4. Ordinance Number 24-29 amending Chapter 70-61.5 Board of Trustees

City of Eustis – City Clerk
P. O. Drawer 68
10 North Grove Street
Eustis, Florida 32727

Board Reappointment/Resignation Form

Please check the appropriate box below for the Board which you are seeking reappointment. Then, fill in the remaining information and sign/date below.

_____ Code Enforcement Board

_____ Historic Preservation Board

_____ Library Board of Trustees

__X__ Fire Pension Board

_____ Police Pension Board

_____ Eustis Housing Authority

_____ I no longer wish to serve on the above Board. Effective:

__X__ I request to seek reappointment to the above Board.

Name: Rachel Holtzclaw

Address: [redacted] Eustis, FL

Contact Number: [redacted]

Email Address: [redacted]

Date: 12/1/2025

Signature: Rachel Holtzclaw

Please return completed form to cityclerk@eustis.org. You will be notified when your appointment will be added to an upcoming City Commission Meeting Agenda for consideration.

CITY OF EUSTIS
MUNICIPAL FIREFIGHTERS' RETIREMENT SYSTEM TRUSTEES (EFPB)
TWO-YEAR TERMS - MEETINGS QUARTERLY

Seat #1 Member: City Appointed November odd numbered years Rachel Holtzclaw Eustis, FL City Email: HoltzclawR@eustis.org Reappointment: 11/2022 Term Expiration: 11/30/2025	**Seat #5 Member: Joint Position – Confirmed (not a City resident position)** Charles McMaster c/o Eustis Fire Department 100 W. Norton Ave. Eustis, FL 32726 City Email mcmasterc@eustis.org Appointment: 05/10/2023 Reappointment: 11/21/2024 Term Expiration: 11/30/2026
Seat #2 Member: City Appointed November even numbered years Jeffrey Stephan Eustis, FL City Email: StephanJ@eustis.org Reappointment: 11/21/2024 Term Expiration: 11/30/2026	**Seat #3 Member: Elected November odd numbered years** Gage Whitaker c/o Eustis Fire Department 100 W. Norton Ave. Eustis, FL 32726 City Email: whitakerg@eustis.org Elected: 01/17/2025 Term Expiration: 11/30/2025
Seat #4 Member: Elected November even numbered years Kevin Saxton c/o Eustis Fire Department 100 W. Norton Ave Eustis FL 32726 City Email: saxtonk@eustis.org Elected: November 2024 Term Expiration: 11/30/2026 Term Expiration: 01/31/2026; per Amanda 06/05/2025	**Board Attorney:** Kevin M. Stone, Esq. Stone & Gerken, P.A. 4850 North Hwy 19A Mount Dora, FL 32757 (352) 357-0330 City Email: stonek@eustis.org Email: kevin@stoneandgerken.com Administrator: Amanda Kish, Resource Centers Cell: (561) 579-0972 Email: amanda@resourcecenters.com

Additional Contacts:

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Retiree: B. E. Pace	bepaceii@gmail.com

ARTICLE III. CITY OF EUSTIS MUNICIPAL FIREFIGHTERS' PENSION AND RETIREMENT SYSTEM[1]

Sec. 70-61. Established.

(a) There is established in the city a pension and retirement system for paid firefighters of the fire department of the city a firefighters' pension trust fund pursuant to the Charter and F.S. ch. 175. Except as specifically provided in this article to the contrary, the local law plan requirements of F.S. ch. 175 shall be applicable.

(b) The trust fund is a local pension plan as allowed by F.S. § 175.351. Pursuant to such law, the plan shall meet the requirements of F.S. § 175.351. The trust fund shall be administered by a board of trustees as provided in F.S. ch. 175. The board shall have those powers enumerated in F.S. ch. 175 and this article.

(Ord. No. 18-16, § 1, 7-19-2018)

Sec. 70-61.5. Board of trustees.

(a) The sole and exclusive administration of and responsibility for the proper operation of the system and for making effective the provisions of this ordinance is hereby vested in a board of trustees defined elsewhere herein as the board. The board is hereby designated as the plan administrator, provided that it may delegate plan administration duties to a third-party plan administrator in its discretion.

(b) The membership of the board shall consist of five members serving in numbered seats. Seats 1 and 2 must be held by legal residents of the city and must be appointed by the Eustis City Commission for two-year terms. Seat 1 shall be appointed in November of each year ending in an odd number and Seat 2 shall be appointed in November of each year ending in an even number. Seats 3 and 4, must be held by full-time firefighters as defined in F.S. § 175.032 who are elected by a majority of the active firefighters who are members of such plan for two-year terms. Seat 3 shall be elected in November of each year ending in an odd number and Seat 4 shall be elected in November of each year ending in an even number. Seat 5 shall be chosen by a majority of the previous four members as provided herein, and such person's name shall be submitted to the Eustis City Commission. Upon receipt of the fifth person's name, the Eustis City Commission shall, as a ministerial duty, appoint such person to the board. The member holding Seat 5 shall have the same rights as each of the other four members, and shall serve as trustee for a period of two years. DROP participants can be elected as, but not vote for, elected trustees. Each member may succeed himself or herself as a trustee so long as the member otherwise meets the requirements of that seat. In the event that any seat becomes vacant, a successor member who meets the requirements of that seat shall be appointed

[1]Editor's note(s)—Ord. No. 18-16, § 1, adopted July 19, 2018, repealed Art. III §§ 70-61—70-100 in its entirety and reenacted a new article §§ 70-61—70-100, as set out herein. The former Art. III pertained to similar subject matter and derived from Code 1959, § 15-11—15-18, 15-20—15-23; Ord. No. 94-34, § 1, adopted Dec. 1, 1994; Ord. No. 96-32, § 1, adopted Sept. 9, 1996; Ord. No. 96-33, § 1, adopted Sept. 9, 1996; Ord. No. 98-31, §§ 1, 2, adopted Sept. 17, 1998; Ord. No. 99-30, §§ 1, 2, adopted Nov. 18, 1999; Ord. No. 00-24, §§ 1, 2, adopted Sept. 21, 2000; Ord. No. 01-11, § 1, adopted May 17, 2001; Ord. No. 03-66, §§ 1—3, adopted Jan. 6, 2004; Ord. No. 04-42, § 1, adopted Aug. 5, 2004; Ord. No. 05-24, §§ 1, 2, adopted Aug. 4, 2005; Ord. No. 10-06, § 1, adopted June 3, 2010.

or elected in the manner required for that seat and shall serve for the remaining term of that seat. The board shall establish and administer the nominating and election procedures for each election. The board shall meet at least quarterly each year. The board shall be a legal entity with, in addition to other powers and responsibilities contained herein, the power to bring and defend lawsuits of every kind, nature, and description.

(c) The trustees shall, by a majority vote, elect a chairman and a secretary. If the board has not appointed an administrator, the secretary of the board shall keep a complete minute book of the actions, proceedings, or hearings of the board. The trustees shall not receive any compensation as such, but may receive expenses and per diem as provided by law.

(d) Each trustee shall be entitled to one vote on the board. Three affirmative votes shall be necessary for any decision by the trustees at any meeting of the board. A trustee shall abstain from voting as the result of a conflict of interest and shall comply with the provisions of F.S. § 112.3143.

(e) The board shall engage such actuarial, accounting, legal, and other services as shall be required to transact the business of the system. The compensation of all persons engaged by the board and all other expenses of the board necessary for the operation of the system shall be paid from the fund at such rates and in such amounts as the board shall agree. In the event the board chooses to use the city's legal counsel, actuary or other professional, technical or other advisors, it shall do so only under terms and conditions acceptable to the board.

(f) The duties and responsibilities of the board shall include, but not necessarily be limited to, the following:

(1) To construe the provisions of the system and determine all questions arising thereunder.

(2) To determine all questions relating to eligibility and membership.

(3) To determine and certify the amount of all retirement allowances or other benefits hereunder.

(4) To establish uniform rules and procedures to be followed for administrative purposes, benefit applications and all matters required to administer the system.

(5) To distribute to members, at regular intervals, information concerning the system.

(6) To receive and process all applications for benefits.

(7) To authorize all payments whatsoever from the fund, and to notify the custodian, in writing, of approved benefit payments and other expenditures arising through operation of the system and fund.

(8) To have performed actuarial studies and valuations, at least as often as required by law, and make recommendations regarding any and all changes in the provisions of the system.

(9) To perform such other duties as are required to prudently administer the system.

(g) *Claims procedures.*

(1) The board shall establish administrative claims procedures to be utilized in processing written requests ("claims"), on matters which affect the substantial rights of any person ("claimant"), including members, retirees, beneficiaries, or any person affected by a decision of the board.

(2) The board shall have the power to subpoena and require the attendance of witnesses and the production of documents for discovery prior to and at any proceedings provided for in the board's claims procedures. The claimant may request in writing the issuance of subpoenas by the board. A reasonable fee may be charged for the issuance of any subpoenas not to exceed the fees set forth in Florida Statutes.

(Ord. No. 18-16, § 1, 7-19-2018; Ord. No. 24-29, 1 (Exh. A), 8-1-2024)

Sec. 70-62. Contributions.

(a) *Contributions by the city to the firefighters' pension trust fund.* The city shall contribute to the firefighters' pension trust fund annually an amount which, together with the contributions from the firefighters and the amount derived from the premium tax and other sources allowed by law, will be sufficient to meet the normal cost of the firefighters' pension trust fund and to fund the actuarial deficiency over a period of not more than 40 years.

(b) *Contributions by firefighters to the firefighters' pension trust fund.* Each member of the system shall be required to make regular contributions to the fund. The city shall pay into the firefighters' pension trust fund between four percent and seven and one-half percent of their annual compensation to the firefighters' pension and retirement system. The members contribution percentage shall be calculated based on the members paying 16 percent of the city's contribution percentage as determined by the pension and retirement system's actuary as of October 1 of each year, subject to the following limitations: (a) for the remainder of fiscal year 2022-2023 the bargaining unit members contributions shall be five and one-half percent of their annual compensation, and (b) the bargaining unit members contribution shall increase or decrease no more than one percent of their annual compensation for any fiscal year, the salary of each firefighter who is a member of the fire department and eligible for inclusion in the firefighters' pension trust fund, shall be deducted by the city from the compensation due to the firefighter as described above ranging between a minimum of four percent and no more than seven and one-half percent. No firefighter shall have any right to the money so paid into the firefighters' pension trust fund except as provided by law and the firefighters' pension trust fund. Member contributions withheld by the city on behalf of the member shall be deposited with the board immediately after each pay period. The contributions made by each member to the fund shall be designated as employer contributions pursuant to § 414(h) of the Code. Such designation is contingent upon the contributions being excluded from the members' gross income for Federal Income Tax purposes. For all other purposes of the system, such contributions shall be considered to be member contributions.

(c) *State contributions.* Any monies received or receivable by reason of laws of the State of Florida, for the express purpose of funding and paying for retirement benefits for firefighters of the city shall be deposited in the fund comprising part of this system immediately and under no circumstances more than five days after receipt by the city.

(d) *Other.* Private donations, gifts and contributions may be deposited to the fund, but such deposits must be accounted for separately and kept on a segregated bookkeeping basis. Funds arising from these sources may be used only for additional benefits for members, as determined by the board, and may not be used to reduce what would have otherwise been required city contributions.

(Ord. No. 18-16, § 1, 7-19-2018; Ord. No. 23-04, 1 (Exh. A), 8-3-2023)

Sec. 70-62.5. Vesting.

If a member terminates his employment as a firefighter, either voluntarily or by discharge, and is not eligible for any other benefits under this system, the member shall be entitled to the following:

(1) If the member has less than ten years credited service upon termination, the member shall be entitled to a refund of his accumulated contributions or the member may leave it deposited with the fund. If a member who is not vested is not reemployed as a firefighter with the fire department within five years, his accumulated contributions, if $1,000.00 or less shall be returned without interest. If a member who is not vested is not reemployed within five years, his accumulated contributions, if more than $1,000.00, will be returned without interest upon the written request of the member and upon completion of a written election to receive a cash lump sum or to rollover the lump sum amount on

forms designated by the board. Upon return of a member's accumulated contributions, all of his rights and benefits under the system are forfeited and terminated.

(2) If the member has ten or more years of credited service upon termination, the member shall be entitled to a monthly retirement benefit, determined in the same manner as for normal or early retirement and based upon the member's credited service, average final compensation and the benefit accrual rate as of the date of termination, payable to him commencing at the member's otherwise normal or early retirement date based upon completed service at termination of employment, provided he does not elect to withdraw his accumulated contributions and provided the member survives to his otherwise normal or early retirement date. If the member does not withdraw his accumulated contributions and does not survive to his otherwise normal or early retirement date, his designated beneficiary shall be entitled to a benefit as provided herein for a deceased member, vested or eligible for retirement under pre-retirement death. If a vested member leaves the employ of the fire department, his accumulated contributions will be returned only upon his written request and upon completion of a written election to receive a cash lump sum or to rollover the lump sum amount on forms designated by the board. Upon return of a member's accumulated contributions, all of his rights and benefits under the system are forfeited and terminated.

(Ord. No. 18-16, § 1, 7-19-2018)

Sec. 70-63. Participation in plan mandatory.

(a) Any firefighter of the city who is eligible for inclusion into the plan must join this fund as a prerequisite to employment in the fire department. Any firefighter that meets that definition found in F.S. § 175.032(11)(a) is eligible for inclusion in the plan. Provided, however the fire chief shall have the option to participate or not participate in the plan pursuant to F.S. § 175.032(11)(a).

(Ord. No. 18-16, § 1, 7-19-2018)

Sec. 70-64. Reserved.

Sec. 70-65. Custodial agreements authorized.

The board of trustees in administering the retirement system may enter into custodial agreements with any bank or trust company licensed to do business in the state.

(Ord. No. 18-16, § 1, 7-19-2018)

Sec. 70-66. Effect of article; insurance to implement systems.

Nothing in this article shall be construed to repeal, rescind or replace any existing system of pension or retirement to which any firefighter is a member, but may be coordinated with such system in its continuation.

(Ord. No. 18-16, § 1, 7-19-2018)

Sec. 70-67. Monthly retirement income for firefighters.

(a) *Normal retirement benefit.* A member retiring hereunder on or after his normal retirement date shall receive a monthly benefit which shall commence on the first day of the month coinciding with or next following his retirement and be continued thereafter during member's lifetime, ceasing upon death, but with 120 monthly

payments guaranteed in any event. The amount of monthly retirement income payable to a firefighter of the city who is currently employed as of or is first hired after January 6, 2004, who retires on or after his or her normal retirement date shall be in an amount equal to the number of years of credited service multiplied by four percent of his or her average final compensation. The amount of monthly retirement income payable to a firefighter of the city who is eligible to participate in the firefighters' pension trust fund but who is not employed as of January 6, 2004, shall be 2.5 percent of his or her average final compensation for years of service prior to October 1, 1998, and by three percent of his or her average final compensation for years of service after October 1, 1998. Provided however, that should a firefighter of the city who has previously been employed by the city as a firefighter and who has left the city's employment prior to January 6, 2004, subsequently be rehired by the city after January 6, 2004, as a firefighter, then such firefighter shall receive on his or her normal retirement date a monthly retirement income equal to two and one-half percent of his or her average final compensation for years of service prior to October 1, 1998, 3.0 percent of his or her average final compensation for years of service between October 1, 1998, and January 6, 2004, and 4.0 percent of his or her average final compensation for years of service after January 6, 2004; as of January 24, 2023 all bargaining unit members hired will receive a three percent multiplier of average compensation times credited service. All members hired before this date will retain their current benefits. Provided however, in no event may a firefighter receiving benefits from the firefighters' pension trust fund receive a monthly retirement income in excess of 100 percent of such firefighter's average final compensation.

(b) *Early retirement benefit.* In the event of early retirement at the age provided in section 70-69 (b), payment of retirement income shall be governed as follows: The monthly amount of retirement income payable to a firefighter who retires prior to his or her normal retirement date shall be in the amount computed as described in subsection (a), taking into account the firefighter's credited service to his or her date of actual retirement and final monthly compensation as of such date, such amount of retirement income to be actuarially reduced to take into account the firefighter's younger age and the earlier commencement of retirement income benefits. The amount of monthly income payable in the event of early retirement will be paid in the same manner as in subsection (a). In no event shall the early retirement reduction exceed three percent for each year by which the member's age at retirement preceded the member's normal retirement age based upon completed service at termination of employment, as provided in subsection 70-69 (a).

(c) *Required distribution date.* The member's benefit under this section must begin to be distributed to the member no later than April 1 of the calendar year following the later of the calendar year in which the member attains age 70 ½ or the calendar year in which the member terminates employment with the city.

(Ord. No. 18-16, § 1, 7-19-2018; Ord. No. 23-04, 1 (Exh. A), 8-3-2023)

Sec. 70-67.5. Optional forms of benefits.

(a) In lieu of the amount and form of retirement income payable in the event of normal or early retirement as specified herein, a member, upon written request to the board, may elect to receive a retirement income or benefit of equivalent actuarial value payable in accordance with one of the options set forth in F.S. § 175.171, subject to the conditions and limitations set forth therein.

(b) Except where the retiree's joint pensioner is his spouse, the payments to the joint pensioner as a percentage of the payments to the retiree shall not exceed the applicable percentage provided for in the applicable table in the treasury regulations. (See Q&A-2 of 1.401(a)(9)-6)

(c) Upon change of a retiree's joint pensioner in accordance with this section, the amount of the retirement income payable to the retiree shall be actuarially predetermined to take into account the age of the former joint pensioner, the new joint pensioner and the retiree and to ensure that the benefit paid is the actuarial equivalent of the present value of the retiree's then-current benefit at the time of the change. Any such retiree shall pay the actuarial recalculation expenses. Each request for a change will be made in writing on a

form prepared by the board and on completion will be filed with the board. In the event that no designated beneficiary survives the retiree, such benefits as are payable in the event of the death of the retiree subsequent to his retirement shall be paid as provided in section 70-74.5.

(d) The member's benefit under this section must begin to be distributed to the member no later than April 1 of the calendar year following the later of the calendar year in which the member attains age 70 ½ or the calendar year in which the member terminates employment with the city.

(e) A retiree may not change his retirement option after the date of cashing or depositing his first retirement check.

(f) Notwithstanding anything herein to the contrary, the board in its discretion, may elect to make a lump sum payment to a member or a member's beneficiary in the event that the total commuted value of the monthly income payments to be paid do not exceed $1,000.00. Any such payment made to any person pursuant to the power and discretion conferred upon the board by the preceding sentence shall operate as a complete discharge of all obligations under the system with regard to such member and shall not be subject to review by anyone, but shall be final, binding and conclusive on all persons.

(Ord. No. 18-16, § 1, 7-19-2018)

Sec. 70-68. Finances and fund management. Establishment and operation of fund. Investment of retirement funds.

(a) As part of the system, there is hereby established the fund, into which shall be deposited all of the contributions and assets whatsoever attributable to the system.

(b) The actual custody and supervision of the fund (and assets thereof) shall be vested in the board. Payment of benefits and disbursements from the fund shall be made by the custodian but only upon written authorization from the board.

(c) The board shall deposit the funds of the firefighters' retirement trust fund in a qualified public depository as defined in F.S. § 280.02, which depository with regard to such funds shall conform to and be bound by all of the provisions of F.S. ch. 280. In order to fulfill its investment responsibilities as set forth herein, the board may retain the services of a custodian bank, an investment advisor registered under the Investment Advisors Act of 1940 or otherwise exempt from such required registration, an insurance company, or a combination of these, for the purposes of investment decisions and management. Such investment manager shall have discretion, subject to any guidelines as prescribed by the board, in the investment of all fund assets.

(d) All funds and securities of the system may be commingled in the fund, provided that accurate records are maintained at all times reflecting the financial composition of the fund, including accurate current accounts and entries as regards the following:

(1) Current amounts of accumulated contributions of members on both an individual and aggregate account basis, and

(2) Receipts and disbursements, and

(3) Benefit payments, and

(4) Current amounts clearly reflecting all monies, funds and assets whatsoever attributable to contributions and deposits from the city, and

(5) All interest, dividends and gains (or losses) whatsoever, and

(6) Such other entries as may be properly required so as to reflect a clear and complete financial report of the fund.

(e) An audit shall be performed annually by a certified public accountant for the most recent fiscal year of the system showing a detailed listing of assets and a statement of all income and disbursements during the year. Such income and disbursements must be reconciled with the assets at the beginning and end of the year. Such report shall reflect a complete evaluation of assets on both a cost and market basis, as well as other items normally included in a certified audit.

(f) The board shall have the following investment powers and authority:

(1) The board shall be vested with full legal title to said fund, subject, however, and in any event, to the authority and power of the Eustis City Commission to amend or terminate this fund, provided that no amendment or fund termination shall ever result in the use of any assets of this fund except for the payment of regular expenses and benefits under this system, except as otherwise provided herein. All contributions from time to time paid into the fund, and the income thereof, without distinction between principal and income shall be held and administered by the board or its agent in the fund and the board shall not be required to segregate or invest separately any portion of the fund.

(2) All monies paid into or held in the fund shall be invested and reinvested by the board and the investment of all or any part of such funds shall be subject to the following:

a. Notwithstanding any limitation provided for in F.S. ch. 175, to the contrary (unless such limitation may not be amended by local ordinance) or any limitation in prior city ordinances to the contrary, all monies paid into or held in the fund may be invested and reinvested in such securities, investment vehicles or property wherever situated and of whatever kind, as shall be approved by the board, including but not limited to common or preferred stocks, bonds, and other evidences of indebtedness or ownership. In no event, however, shall more than 25 percent of the assets of the fund at market value be invested in foreign securities.

b. The board shall develop and adopt a written investment policy statement setting forth permissible types of investments, goals and objectives of investments and setting quality and quantity limitations on investments in accordance with the recommendations of its investment consultants. The investment policy statement shall be reviewed by the board at least annually.

c. In addition, the board may, upon recommendation by the board's investment consultant, make investments in group trusts meeting the requirements of Internal Revenue Service Revenue Ruling 81-100, Revenue Ruling 2011-1 IRS Notice 2012-6 and Revenue Ruling 2014-24, or successor rulings or guidance of similar import, and operated or maintained exclusively for the commingling and collective investment of monies, provided that the funds in the group trust consist exclusively of trust assets held under plans qualified under section 401(a) of the Code, individual retirement accounts that are exempt under section 408(e) of the Code, eligible governmental plans that meet the requirements of section 457(b) of the Code, and governmental plans under 401(a)(24) of the Code. For this purpose, a trust includes a custodial account or separate tax-favored account maintained by an insurance company that is treated as a trust under section 401(f) or under section 457(g)(3) of the Code. While any portion of the assets of the fund are invested in such a group trust, such group trust is itself adopted as a part of the system or plan.

1. Any collective or common group trust to which assets of the fund are transferred pursuant to subsection c. shall be adopted by the board as part of the plan by executing appropriate participation, adoption agreements, and/or trust agreements with the group trust's trustee.

2. The separate account maintained by the group trust for the plan pursuant to subsection c. shall not be used for, or diverted to, any purpose other than for the exclusive benefit of the members and beneficiaries of the plan.

3. For purposes of valuation, the value of the separate account maintained by the group trust for the plan shall be the fair market value of the portion of the group trust held for the plan, determined in accordance with generally recognized valuation procedures.

(3) At least once every three years, and more often as determined by the board, the board shall retain a professionally qualified independent consultant, as defined in F.S. § 175.071, to evaluate the performance of all current investment managers and make recommendations regarding the retention of all such investment managers. These recommendations shall be considered by the board at its next regularly scheduled meeting.

(4) The board may retain in cash and keep unproductive of income such amount of the fund as it may deem advisable, having regard for the cash requirements of the system.

(5) Neither the board nor any trustee shall be liable for the making, retention or sale of any investment or reinvestment made as herein provided, nor for any loss or diminishment of the fund, except that due to his or its own negligence, willful misconduct or lack of good faith.

(6) The board may cause any investment in securities held by it to be registered in or transferred into its name as trustee or into the name of such nominee as it may direct, or it may retain them unregistered and in form permitting transferability, but the books and records shall at all times show that all investments are part of the fund.

(7) The board is empowered, but is not required, to vote upon any stocks, bonds, or securities of any corporation, association, or trust and to give general or specific proxies or powers of attorney with or without power of substitution; to participate in mergers, reorganizations, recapitalizations, consolidations, and similar transactions with respect to such securities; to deposit such stock or other securities in any voting trust or any protective or like committee with the trustees or with depositories designated thereby; to amortize or fail to amortize any part or all of the premium or discount resulting from the acquisition or disposition of assets; and generally to exercise any of the powers of an owner with respect to stocks, bonds, or other investments comprising the fund which it may deem to be to the best interest of the fund to exercise.

(8) The board shall not be required to make any inventory or appraisal or report to any court, nor to secure any order of court for the exercise of any power contained herein.

(9) Where any action which the board is required to take or any duty or function which it is required to perform either under the terms herein or under the general law applicable to it as trustee under this ordinance, can reasonably be taken or performed only after receipt by it from a member, the city, or any other entity, of specific information, certification, direction or instructions, the board shall be free of liability in failing to take such action or perform such duty or function until such information, certification, direction or instruction has been received by it.

(10) Any overpayments or underpayments from the fund to a member, retiree or beneficiary caused by errors of computation shall be adjusted with interest at a rate per annum approved by the board in such a manner that the actuarial equivalent of the benefit to which the member, retiree or beneficiary was correctly entitled, shall be paid. Overpayments shall be charged against payments next succeeding the correction or collected in another manner if prudent. Underpayments shall be made up from the fund in a prudent manner.

(11) The board shall sustain no liability whatsoever for the sufficiency of the fund to meet the payments and benefits provided for herein.

(12) In any application to or proceeding or action in the courts, only the board shall be a necessary party, and no member or other person having an interest in the fund shall be entitled to any notice or service of process. Any judgment entered in such a proceeding or action shall be conclusive upon all persons.

(13) Any of the foregoing powers and functions reposed in the board may be performed or carried out by the board through duly authorized agents, provided that the board at all times maintains continuous supervision over the acts of any such agent; provided further, that legal title to said fund shall always remain in the board.

(Ord. No. 18-16, § 1, 7-19-2018)

Sec. 70-69. Retirement age.

(a) A member's normal retirement age is the earlier of the attainment of age 55 and the completion of ten years of credited service, or upon the attainment of age 52 and the completion of 25 years of credited service. Each member shall become 100 percent vested in his accrued benefit at normal retirement age. A member's normal retirement date shall be the first day of the month coincident with or next following the date the member retires from the city after attaining normal retirement age.

(b) *Early retirement date.* A member may retire, with the consent of the city, on his early retirement date which shall be the first day of any month coincident with or next following the attainment of age 50 and the completion of ten years of credited service. Early retirement under the system is retirement from employment with the city on or after the early retirement date and prior to the normal retirement date.

(Ord. No. 18-16, § 1, 7-19-2018)

Sec. 70-70. Definitions.

(a) As used herein, unless otherwise defined or required by the context, the following words and phrases shall have the meaning indicated:

Accumulated contributions means a member's own contributions without interest. For those members who purchase credited service with interest or at no cost to the system, any payment representing the amount attributable to member contributions based on the applicable member contribution rate, and any payment representing interest and any required actuarially calculated payments for the purchase of such credited service, shall be included in accumulated contributions.

Actuarial equivalent means a benefit or amount of equal value, based upon the RP-2000 Combined Healthy Unisex Mortality Table and an interest rate equal to the investment return assumption set forth in the last actuarial valuation report approved by the board. This definition may only be amended by the city pursuant to the recommendation of the board using assumptions adopted by the board with the advice of the plan's actuary, such that actuarial assumptions are not subject to city discretion.

Average final compensation:

(1) Average final compensation for a full-time firefighter means one-twelfth of the average salary of the five best years of the last ten years of credited service prior to retirement, termination or death, or the career average as a full-time firefighter since July 1, 1953, whichever is greater. A year shall be 12 consecutive months.

(2) The average final compensation for a volunteer firefighter means the average salary of the ten best contributing years prior to change in status to a permanent full-time firefighter or retirement as a volunteer firefighter or the career average of a volunteer firefighter since July 1, 1953, whichever is greater. A year shall be 12 consecutive months.

Beneficiary means the person or persons entitled to receive benefits hereunder at the death of a member who has or have been designated in writing by the member and filed with the board. If no such designation is in

effect, or if no person so designated is living, at the time of death of the member, the beneficiary shall be the estate of the member.

Board means the board of trustees, which shall administer and manage the system herein provided and serve as trustees of the fund.

City means City of Eustis, Florida.

Code means the Internal Revenue Code of 1986, as amended from time to time.

Credited service means the aggregate number of years of service and fractional parts of years of service of any firefighter, omitting intervening years and fractional parts of years when such firefighter may not have been employed by the municipality, subject to the following conditions:

(1) A firefighter may not receive credit for years or fractional parts of years of service if he or she has withdrawn his or her contributions to the fund for those years or fractional parts of years of service, unless the firefighter repays into the fund the amount he or she has withdrawn, plus interest determined by the board. The member has at least 90 days after his or her reemployment to make repayment.

(2) A firefighter may voluntarily leave his or her contributions in the fund for five years after leaving the employ of the fire department, pending the possibility of being rehired by the same department, without losing credit for the time he or she has participated actively as a firefighter.

(3) If the firefighter is not reemployed as a firefighter with the same department within five years, his or her contributions shall be returned without interest.

(4) Credited service under this chapter shall be provided only for service as a firefighter employed by the city or for military service and does not include credit for any other type of service.

(5) The years or fractional parts of a year that a member performs "Qualified Military Service" consisting of voluntary or involuntary "service in the uniformed services" as defined in the Uniformed Services Employment and Reemployment Rights Act (USERRA) (P.L. 103-353), after separation from employment as a firefighter with the city to perform training or service, shall be added to his years of credited service for all purposes, including vesting, provided that:

   a. The member is entitled to reemployment under the provisions of USERRA.

   b. The member returns to his employment as a firefighter within one year from the earlier of the date of his military discharge or his release from active service, unless otherwise required by USERRA.

   c. The maximum credit for military service pursuant to this paragraph shall be five years.

   d. This paragraph is intended to satisfy the minimum requirements of USERRA. To the extent that this paragraph does not meet the minimum standards of USERRA, as it may be amended from time to time, the minimum standards shall apply.

In the event a member dies on or after January 1, 2007, while performing USERRA Qualified Military Service, the beneficiaries of the member are entitled to any benefits (other than benefit accruals relating to the period of qualified military service) as if the member had resumed employment and then died while employed.

Beginning January 1, 2009, to the extent required by section 414(u)(12) of the Code, an individual receiving differential wage payments (as defined under section 3401(h)(2) of the Code) from an employer shall be treated as employed by that employer, and the differential wage payment shall be treated as compensation for purposes of applying the limits on annual additions under section 415(c) of the Code. This provision shall be applied to all similarly situated individuals in a reasonably equivalent manner. Leave conversions of unused accrued paid time off shall not be permitted to be applied toward the accrual of credited service either during each plan year of a

member's employment with the city or in the plan year in which the member terminates employment. Effective date means the date on which this ordinance becomes effective.

Firefighter means a person employed solely by the Eustis Fire Department who is certified as a firefighter as a condition of employment in accordance with F.S. § 633.408 and whose duty it is to extinguish fires, to protect life, or to protect property. The term includes all certified, supervisory, and command personnel whose duties include, in whole or in part, the supervision, training, guidance, and management responsibilities of full-time firefighters, part-time firefighters, or auxiliary firefighters but does not include part-time firefighters or auxiliary firefighters.

Fund means the trust fund established herein as part of the system.

Member means an actively employed firefighter who fulfills the prescribed membership requirements. Benefit improvements which, in the past, have been provided for by amendments to the system adopted by city ordinance, and any benefit improvements which might be made in the future shall apply prospectively and shall not apply to members who terminate employment or who retire prior to the effective date of any ordinance adopting such benefit improvements, unless such ordinance specifically provides to the contrary.

Plan year means the twelve month period beginning October 1 and ending September 30 of the following year.

Retiree means a member who has entered retirement status.

Retirement means a member's separation from city employment with eligibility for immediate receipt of benefits under the system or entry into the deferred retirement option plan.

Salary means the total compensation for services rendered to the city as a firefighter reportable on the member's W-2 form plus all tax deferred, tax sheltered, or tax exempt items of income derived from elective employee payroll deductions or salary reductions. For noncollectively bargained service earned on or after July 1, 2011, or for service earned under collective bargaining agreements entered into on or after July 1, 2011, the term has the same meaning except that when calculating retirement benefits, up to 300 hours per year in overtime compensation may be included as specified in the plan or collective bargaining agreement, but payments for accrued unused sick or annual leave may not be included.

For service earned under collective bargaining agreements entered into on or after July 1, 2011 (the effective date of the first such agreement being the "effective date" for the purposes of this paragraph), Salary shall not include more than 300 hours of overtime per calendar year and shall also not include payments for accrued unused sick or annual leave. Provided however, in any event, payments for overtime in excess of 300 hours per year or accrued unused sick or annual leave accrued as of the effective date and attributable to service earned prior to the effective date, may still be included in salary for pension purposes even if the payment is not actually made until on or after the effective date. In any event, with respect to unused sick leave and unused annual leave accrued prior to the effective date, salary will include the lesser of the amount of sick or annual leave time accrued on the effective date or the actual amount of sick or annual leave time for which the retiree receives payment at the time of retirement, regardless of whether the amount of sick or annual leave was, at some time prior to retirement, reduced below the amount on the effective date.

Compensation in excess of the limitations set forth in section 401(a)(17) of the Code as of the first day of the plan year shall be disregarded for any purpose, including employee contributions or any benefit calculations. The annual compensation of each member taken into account in determining benefits or employee contributions for any plan year beginning on or after January 1, 2002, may not exceed $200,000.00, as adjusted for cost-of-living increases in accordance with Code section 401(a)(17)(B). Compensation means compensation during the fiscal year. The cost-of-living adjustment in effect for a calendar year applies to annual compensation for the determination period that begins with or within such calendar year. If the determination period consists of fewer than 12 months, the annual compensation limit is an amount equal to the otherwise applicable annual compensation limit multiplied by a fraction, the numerator of which is the number of months in the short determination period, and the denominator of which is 12. If the compensation for any prior determination period

is taken into account in determining a member's contributions or benefits for the current plan year, the compensation for such prior determination period is subject to the applicable annual compensation limit in effect for that prior period. The limitation on compensation for an "eligible employee" shall not be less than the amount which was allowed to be taken into account hereunder as in effect on July 1, 1993. "Eligible employee" is an individual who was a member before the first plan year beginning after December 31, 1995.

Spouse means the member's or retiree's spouse under applicable law at the time benefits become payable.

System means the City of Eustis Municipal Firefighters' Pension and Retirement System as contained herein and all amendments thereto.

(b) *Masculine gender.* The masculine gender, where used herein, unless the context specifically requires otherwise, shall include both the feminine and masculine genders.

(Ord. No. 18-16, § 1, 7-19-2018)

Sec. 70-71. Firefighter disability benefits.

(a) Firefighters shall be entitled to disability benefits as follows:

(1) A firefighter may retire from the service of the city under the plan if, prior to his normal retirement date, the firefighter becomes totally and permanently disabled as defined in subsection (2) of this section by reason or any cause other than a cause set out in subsection (3) of this section on or after the effective date of the plan. Such retirement shall be referred to as "disability retirement." Terminated persons, either vested or non-vested, are not eligible for disability benefits. Notwithstanding the previous sentence, if a member is terminated by the city for medical reasons, the terminated person may apply for a disability benefit if the application is filed with the board within 30 days from the date of termination. If a timely application is received, it shall be processed and the terminated person shall be eligible to receive a disability benefit if the board otherwise determines that he is totally and permanently disabled as provided for above.

(2) A firefighter will be considered totally disabled if, in the opinion of the board of trustees, he is wholly prevented from rendering useful and efficient service as a firefighter; and a firefighter will be considered permanently disabled if, in the opinion of the board of trustees, such firefighter is likely to remain so disabled continuously and permanently from a cause other than as specified in subsection (3) of this section.

(3) A firefighter will not be entitled to receive any disability retirement income if the disability is a result of:

a. Excessive and habitual use by the firefighter of drugs, intoxicants or narcotics.

b. Injury or disease sustained by the firefighter while willfully and illegally participating in fights, riots or civil insurrections, or while committing a crime.

c. Injury or disease sustained by the firefighter while serving in any armed forces.

d. Injury or disease sustained by the firefighter after his employment has terminated.

(4) No firefighter shall be permitted to retire under the provisions of this section until examined by a duly qualified physician or surgeon, to be selected by the board of trustees for that purpose, and is found to be disabled in the degree and in the manner specified in this section. The board shall not select the member's treating physician or surgeon for this purpose except in an unusual case where the board determines that it would be reasonable and prudent to do so. Any firefighter retiring under this section may be examined periodically by a duly qualified physician or surgeon or board of physicians and

surgeons, to be selected by the board of trustees for that purpose, to determine if such disability has ceased to exist.

(5) The board shall have the power and authority to make the final decisions regarding all disability claims.

(b) *Calculation and payment of benefit.*

(1) The Firefighters' Pension and Retirement System shall be amended to provide that the bargaining unit members' base disability pension rate will be 45 percent, and increased by two percent each full year of the member's service, up to the maximum rate of service of 65 percent. The disability pension rate for a disability resulting from malicious or intentional acts against the bargaining unit member on duty or from active firefighting, or from a non-preventable traffic crash shall remain at 65 percent.

(2) *Payment of benefit.*

a. The monthly retirement income to which a firefighter is entitled in the event of his or her disability retirement shall be payable on the first day of the first month after the board of trustees determines such entitlement. However, the monthly retirement income shall be payable as of the date the board determines such entitlement, and any portion due for a partial month shall be paid together with the first payment.

b. The last payment will be:

1. If the firefighter recovers from the disability, the payment due next preceding the date of such recovery; or

2. If the firefighter dies without recovering from the disability, the payment due next preceding his or her death or the 120th monthly payment, whichever is later.

c. In lieu of the benefit payment as provided in this subsection, a firefighter may select an optional form as provided in F.S. § 175.171.

d. Any monthly retirement income payments due after the death of a disabled firefighter shall be paid to the firefighter's designated beneficiary (or beneficiaries) as provided in F.S. §§ 175.181 and 175.201.

(c) *Recovery from disability.*

(1) If the board of trustees finds that a firefighter who is receiving a disability retirement income is, at any time prior to his normal retirement date, no longer disabled, the board of trustees shall direct that the disability retirement income be discontinued. "Recovery from disability" means the ability of the firefighter to render useful and efficient service as a firefighter.

(2) If the firefighter recovers from disability and reenters as a firefighter, his service shall be deemed to have been continuous; but the period beginning with the first month for which he received a disability retirement income payment and ending with the date he reentered service will not be considered as credited service for the purpose of the plan.

(3) Any retiree receiving disability benefits under provisions of this ordinance may be required by the board to submit sworn statements of his condition accompanied by a physician's statement (provided at the retiree's expense) to the board annually and may, at any time, be required by the board to undergo additional periodic re-examinations by a qualified physician or physicians and/or surgeon or surgeons who shall be selected by the board, to determine if such disability has ceased to exist. The cost of the physical examination and/or re-examination of the member claiming or the retiree receiving disability benefits shall be borne by the fund. All other reasonable costs as determined by the board incident to the physical examination, such as, but not limited to, transportation, meals and hotel accommodations, shall be borne by the fund.

(d) *Presumptions.*

(1) The presumption in general law set forth at F.S. § 175.231, which provides that certain medical conditions or impairments are presumed to have been accidental and suffered in the line of duty, subject to all limitations and conditions set forth therein, shall be applied to line-of-duty determinations in claims for disability retirement. To the extent that F.S. § 175.231, is amended from time to time, repealed, or replaced, such amendments, repeals, or replacements shall apply to line of duty determinations in disability claims hereunder unless they are inapplicable to pension benefits. This subsection is not intended to expand the scope of the statutory presumption.

(2) The presumption in general law set forth at F.S. § 112.181, which provides that a condition or impairment of health that is caused by hepatitis, meningococcal meningitis, or tuberculosis, that requires medical treatment, and that results in total or partial disability or death shall be presumed to have a disability suffered in the line-of-duty, subject to all limitations and conditions set forth therein, shall be applied to line of duty determinations in claims for disability retirement. To the extent that F.S. § 112.181, is amended from time to time, repealed, or replaced, such amendments, repeals, or replacements shall apply to disability claims hereunder unless they are inapplicable to pension benefits. This subsection is not intended to expand the scope of the statutory presumption.

(Ord. No. 18-16, § 1, 7-19-2018; Ord. No. 23-04, 1 (Exh. A), 8-3-2023)

Sec. 70-72. Reentry of eligible participants into the firefighters' pension fund.

If a participant who has withdrawn from the firefighters' pension plan is rehired and is eligible to be a participant in the plan within 24 months of withdrawal and termination, the firefighter may reenter the plan at withdrawal level provided the participant repays to the plan the sum equal to the amount the participant withdrew at termination together with interest at the rate of actuarial assumption at the date of the last actuarial study. If the firefighter had not withdrawn his money from the plan, the interest would not be assessed. The payment shall be made within 60 days of rehire or the privilege shall lapse and the firefighter will enter the plan as any other newly employed firefighter. The provision of this section shall not be retroactive.

(Ord. No. 18-16, § 1, 7-19-2018)

Sec. 70-73. Direct transfers of eligible rollover distributions.

(a) *Rollover distributions.*

(1) *Generally.* This section applies to distributions made on or after January 1, 2002. Notwithstanding any provision of the system to the contrary that would otherwise limit a distributee's election under this section, a distributee may elect, at the time and in the manner prescribed by the board, to have any portion of an eligible rollover distribution paid directly to an eligible retirement plan specified by the distributee in a direct rollover.

(2) *Definitions.* The following words, terms and phrases, when used in this section, shall have the meanings ascribed to them in this subsection, except where the context clearly indicates a different meaning:

a. *Direct rollover* means a payment by the plan to the eligible retirement plan specified by the distributee.

b. *Distributee* means an employee or former employee. It also includes the employee's or former employee's surviving spouse and the employee's or former employee's spouse or former spouse. Effective January 1, 2007, it further includes a nonspouse beneficiary who is a designated beneficiary as defined by Code section 401(a)(9)(E). However, a nonspouse beneficiary may

rollover the distribution only to an individual retirement account or individual retirement annuity established for the purpose of receiving the distribution and the account or annuity will be treated as an "inherited" individual retirement account or annuity.

c. *Eligible retirement plan* means an individual retirement account described in section 408(a) of the Code; an individual retirement annuity described in section 408(b) of the Code; an annuity plan described in section 403(a) of the Code; effective January 1, 2002, an eligible deferred compensation plan described in section 457(b) of the Code which is maintained by an eligible employer described in section 457(e)(1)(A) of the Code and which agrees to separately account for amounts transferred into such plan from this plan; effective January 1, 2002, an annuity contract described in section 403(b) of the Code; a qualified trust described in section 401(a) of the Code; or effective January 1, 2008, a Roth IRA described in section 408A of the Code, that accepts the distributee's eligible rollover distribution. This definition shall also apply in the case of an eligible rollover distribution to the surviving spouse.

d. *Eligible rollover distribution* means any distribution of all or any portion of the balance to the credit of the distributee, except that an eligible rollover distribution does not include: any distribution that is one of a series of substantially equal periodic payments (not less frequently than annually) made for the life (or life expectancy) of the distributee or the joint lives (or joint life expectancies) of the distributee and the distributee's designated beneficiary, or for a specified period of ten years or more; any distribution to the extent such distribution is required under section 401(a)(9) of the Code and the portion of any distribution that is not includible in gross income. Effective January 1, 2002, any portion of any distribution which would be includible in gross income as after-tax employee contributions will be an eligible rollover distribution if the distribution is made to an individual retirement account described in section 408(a); to an individual retirement annuity described in section 408(b); to a qualified defined contribution plan described in section 401(a) or 403(a) that agrees to separately account for amounts so transferred (and earnings thereon), including separately accounting for the portion of such distribution which is includible in gross income and the portion of such distribution which is not so includible; or on or after January 1, 2007, to a qualified defined benefit plan described in Code section 401(a) or to an annuity contract described in Code section 403(b), that agrees to separately account for amounts so transferred (and earnings thereon), including separately accounting for the portion of the distribution that is includible in gross income and the portion of the distribution that is not so includible.

(b) *Rollovers or transfers into the fund.* On or after January 1, 2002, the system will accept, solely for the purpose of purchasing credited service to the extent permitted herein, permissible member requested transfers of funds from other retirement or pension plans, member rollover cash contributions and/or direct cash rollovers of distributions made on or after January 1, 2002, as follows:

(1) *Transfers and direct rollovers or member rollover contributions from other plans.* The system will accept either a direct rollover of an eligible rollover distribution or a member contribution of an eligible rollover distribution from a qualified plan described in section 401(a) or 403(a) of the Code, from an annuity contract described in section 403(b) of the Code or from an eligible plan under section 457(b) of the Code which is maintained by a state, political subdivision of a state, or any agency or instrumentality of a state or political subdivision of a state. The system will also accept legally permissible member requested transfers of funds from other retirement or pension plans.

(2) *Member rollover contributions from IRAs.* The system will accept a member rollover contribution of the portion of a distribution from an individual retirement account or annuity described in section 408(a) or 408(b) of the Code that is eligible to be rolled over.

(c) *Elimination of mandatory distributions.* Notwithstanding any other provision herein to the contrary, in the event this plan provides for a mandatory (involuntary) cash distribution from the plan not otherwise required

by law, for an amount in excess of $1,000.00, such distribution shall be made from the plan only upon written request of the member and completion by the member of a written election on forms designated by the board, to either receive a cash lump sum or to rollover the lump sum amount.

(Ord. No. 18-16, § 1, 7-19-2018)

Sec. 70-74. Pre-retirement death.

(a) *Prior to vesting or eligibility for retirement.* The beneficiary of a deceased member who was not receiving monthly benefits or who was not yet vested or eligible for early or normal retirement shall receive a refund of 100 percent of the member's accumulated contributions without interest.

(b) *Deceased members vested or eligible for retirement with spouse as beneficiary.* This subsection (b) applies only when the member's spouse is the sole designated beneficiary. The spouse beneficiary of any member who dies and who, at the date of his death was vested or eligible for early or normal retirement, shall be entitled to a benefit as follows:

(1) If the member was vested, but not eligible for normal or early retirement, the spouse beneficiary shall receive a benefit payable for ten years, beginning on the date that the deceased member would have been eligible for early or normal retirement, at the option of the spouse beneficiary. The benefit shall be calculated as for normal retirement based on the deceased member's credited service and average final compensation as of the date of his death and reduced as for early retirement, if applicable. The spouse beneficiary may also elect to receive an immediate benefit, payable for ten years, which is actuarially reduced to reflect the commencement of benefits prior to the early retirement date.

(2) If the deceased member was eligible for normal or early retirement, the spouse beneficiary shall receive a benefit payable for ten years, beginning on the first day of the month following the member's death or at the deceased member's otherwise early or normal retirement date, at the option of the spouse beneficiary. The benefit shall be calculated as for normal retirement based on the deceased member's credited service and average final compensation as of the date of his death and reduced as for early retirement, if applicable.

(3) A spouse beneficiary may not elect an optional form of benefit, however, the board may elect to make a lump sum payment pursuant to section 70-67.5, subsection (f).

(4) A spouse beneficiary may, in lieu of any benefit provided for in (1) or (2) above, elect to receive a refund of the deceased member's accumulated contributions.

(5) Notwithstanding anything contained in this section to the contrary, in any event, distributions to the spouse beneficiary will begin by December 31 of the calendar year immediately following the calendar year in which the member died, or by a date selected pursuant to the above provisions in this section that must be on or before December 31 of the calendar year in which the member would have attained 70 ½.

(6) If the surviving spouse beneficiary commences receiving a benefit under subsection (1) or (2) above, but dies before all payments are made, the actuarial value of the remaining benefit will be paid to the spouse beneficiary's estate in a lump sum.

(c) *Deceased members vested or eligible for retirement with non-spouse beneficiary.* This subsection applies only when the member's spouse is not the beneficiary or is not the sole designated beneficiary, but there is a surviving beneficiary. The beneficiary of any member who dies and who, at the date of his death was vested or eligible for early or normal retirement, shall be entitled to a benefit as follows:

(1) If the member was vested, but not eligible for normal or early retirement, the beneficiary will receive a benefit payable for ten years. The benefit will begin by December 31 of the calendar year immediately

following the calendar year in which the member died. The benefit will be calculated as for normal retirement based on the deceased member's credited service and average final compensation and actuarially reduced to reflect the commencement of benefits prior to the normal retirement date.

(2) If the deceased member was eligible for normal or early retirement, the beneficiary will receive a benefit payable for ten years, beginning on the first day of the month following the member's death. The benefit will be calculated as for normal retirement based on the deceased member's credited service and average final compensation as of the date of his death and reduced for early retirement, if applicable.

(3) A beneficiary may not elect an optional form of benefit, however the board may elect to make a lump sum payment pursuant to section 70-67.5, subsection (f).

(4) A beneficiary, may, in lieu of any benefit provided for in (1) or (2) above, elect to receive a refund of the deceased member's accumulated contributions.

(5) If a surviving beneficiary commences receiving a benefit under subsection (1) or (2) above, but dies before all payments are made, the actuarial value of the remaining benefit will be paid to the surviving beneficiary's estate by December 31 of the calendar year of the beneficiary's death in a lump sum.

(6) If there is no surviving beneficiary as of the member's death, and the estate is to receive the benefits, the actuarial equivalent of the member's entire interest must be distributed by December 31 of the calendar year containing the fifth anniversary of the member's death.

(7) The Uniform Lifetime Table in Treasury Regulations § 1.401(a)(9)-9 shall determine the payment period for the calendar year benefits commence, if necessary to satisfy the regulations.

(d) In the event that a death benefit paid by a life insurance company exceeds the limits set forth in F.S. § 175.081, the excess of the death benefit over the limit shall be paid to the firefighters' pension trust fund. However, death benefits as provided pursuant to F.S. § 112.191 or any other state or federal law shall not be included in the calculation of death or retirement benefits provided by this article.

(Ord. No. 18-16, § 1, 7-19-2018)

Sec. 70-74.5. Beneficiaries.

(a) Each member or retiree shall, on a form provided for that purpose, signed and filed with the board, designate a beneficiary (or beneficiaries) to receive the benefit, if any, which may be payable in the event of his death. Each designation may be revoked or changed by such member or retiree by signing and filing with the board a new designation-of-beneficiary form. Upon such change, the rights of all previously designated beneficiaries to receive any benefits under the system shall cease.

(b) If a deceased member or retiree failed to name a beneficiary in the manner prescribed in subsection (a), or if the beneficiary (or beneficiaries) named by a deceased member or retiree predeceases the member or retiree, the death benefit, if any, which may be payable under the system with respect to such deceased member or retiree, shall be paid to the estate of the member or retiree and the board, in its discretion, may direct that the commuted value of the remaining monthly income benefits be paid in a lump sum.

(c) Any payment made to any person pursuant to this section shall operate as a complete discharge of all obligations under the system with regard to the deceased member and any other persons with rights under the system and shall not be subject to review by anyone but shall be final, binding and conclusive on all persons ever interested hereunder.

(Ord. No. 18-16, § 1, 7-19-2018)

Sec. 70-75. Deferred retirement option plan.

(a) A deferred retirement option plan (DROP) is hereby created.

(b) A member who is eligible for normal retirement shall be eligible to enter the deferred retirement option plan beginning on the first day of the month following their eligibility for normal retirement or on the first day of any month thereafter. A member's election to participate in the DROP must be made in writing in a time and manner determined by the board and shall be effective on the first day of the first calendar month which is at least 15 business days after it is received by the board. Participation in the deferred retirement option plan shall be limited to 60 consecutive months. As of the first day of each month of a member's period of participation in the deferred retirement option plan, the monthly retirement benefit he or she would have received under the system had the firefighter terminated employment as a firefighter and elected to receive monthly benefit payments thereunder, shall be transferred to a deferred retirement option plan account created for the member under the system.

(c) Upon entry into the deferred retirement option plan, a member shall be considered a retired member of the system. The member's benefits shall be calculated as if the member had actually separated from service and no further credited service salary increases, or system changes (except for any additional benefits provided under any cost-of-living adjustment for retirees in the system) shall apply to a member in the deferred retirement option plan for purposes of determining the member's benefit under the system. In all other respects however, the member shall remain an active member of the fire department and otherwise be eligible for all other contractual and job benefits.

(d) Upon entry into the deferred retirement option plan, a member shall not be permitted to contribute to the system and shall no longer be eligible for disability or retirement death benefits. In the event that a member suffers a disabling injury, the member shall commence a regular service retirement. In the event that a member in the deferred retirement option plan shall die, the member shall be treated the same as any other retired member who dies and any survivorship option which the member may have elected shall be paid in accordance with the provisions of the system. In the event of the death of a member, the deferred retirement option plan benefit shall be distributed to the named beneficiary or beneficiaries. In the event that no beneficiary has been named by the member, the deferred retirement option plan account balance shall be paid to the member's estate. No amounts shall be paid to a member from the system while the member is a participant in the DROP. Unless otherwise specified in the system, if a member's participation in the DROP is terminated other than by terminating his employment as a firefighter, no amounts shall be paid to him from the system until he terminates his employment as a firefighter. Unless otherwise specified in the system, amounts transferred from the system to the member's DROP account shall be paid directly to the member only on the termination of his employment as a firefighter.

(e) By entering into the deferred retirement option plan, a member agrees to terminate active service with the fire department not later than 60 months following the date of entry into the deferred retirement option plan. Nothing shall prohibit a member who has entered the deferred retirement option plan or the city from terminating service prior to the expiration of 60 months.

(f) Upon separation from service and the commencement of the receipt of retirement benefits, a member shall be eligible for distribution of the deferred retirement option plan account. The deferred retirement option plan account may be distributed in a lump sum, may be rolled over to another qualified retirement system, may be made in periodic payments, or any other form approved by the board of trustees. In no instance shall the method of distribution result in the payment of any amount which exceeds the balance in the deferred retirement option plan account. Except as otherwise provided in this subsection. distribution of a member's DROP account shall be made as soon as administratively practicable following the member's termination of employment. Distribution of the amount in a member's DROP account will not be made unless the member

completes a written request for distribution and a written election, on forms designated by the Board, to either receive a cash lump sum or a rollover of the lump sum amount.

(g) A member's participation in the deferred retirement option plan shall cease when either of the first occurs:

(1) Continuation of his employment as a firefighter at the end of his period of participation in the deferred retirement option plan as determined under subsection (e) of this section

(2) Termination of his employment as a firefighter.

Upon the member's termination of participation in the deferred retirement option plan, all amounts provided for in subsection (b) of this section, including monthly benefits and investments earnings and losses and interest, shall cease to be transferred from the system to his deferred retirement option plan account. A member who terminates his participation in the deferred retirement option plan under this section shall not be permitted to again become a participant in the deferred retirement option plan.

(h) A member's deferred retirement option plan account shall be debited or credited after each fiscal year quarter with either: (i) interest at the rate applicable to the Florida Retirement System deferred retirement option plan for the calendar quarter immediately preceding the system's deferred retirement option plan calculation, or (ii) earnings, determined as follows: the average daily balance in a member's deferred retirement option plan account shall be credited or debited at a rate equal to the actual net rate of investment return realized by the system for that quarter. "Net rate of investment return" for the purpose of this subsection is the total return of the assets in which the member's deferred retirement option plan account is invested by the board net of brokerage commissions, transaction costs and management fees. For purposes of calculating earnings on a member's DROP account pursuant to this subsection, brokerage commissions, transaction costs, and management fees shall be determined for each quarter by the investment consultant pursuant to contracts with fund managers as reported in the custodial statement. The investment consultant shall report these quarterly contractual fees to the board. The investment consultant shall also report the net investment return for each manager and the net investment return for the total plan assets. Upon electing participation in the deferred retirement option plan, the member shall elect to receive either interest or earnings on his account to be determined as provided above. The member may, in writing, elect to change his election only once during his deferred retirement option plan participation. An election to change must be made prior to the end of a quarter and shall be effective beginning the following quarter. A member's deferred retirement option plan account shall only be credited or debited with earnings or interest and monthly benefits while the member is a participant in the deferred retirement option plan and after the member dies, retires, or terminates his employment as a firefighter.

If a member is employed by the city fire department after electing to cease participation in the deferred retirement option plan account pursuant to subsection (g) of this section or after participating in the deferred retirement option plan for five years, then beginning with the next payment following cessation of participation or beginning with the member's 61st month of deferred retirement option plan participation, whichever occurs first, the member's deferred retirement option plan account will no longer be credited or debited with earnings or interest, nor will monthly benefits be transferred to the deferred retirement option plan account. All such nontransferred amounts shall be forfeited and continue to be forfeited while the member is employed by the city fire department. A member employed by the city fire department after five years of deferred retirement option plan participation will still not be eligible for preretirement death or disability benefits, nor will he or she accrue additional credited service.

(i) *Effect of deferred retirement option plan participation on employment.* Participation in the deferred retirement option plan is not a guarantee of employment and deferred retirement option plan participants shall be subject to the same employment standards and policies that are applicable to employees who are not deferred retirement option plan participants.

(j) *Distribution limitation.* Notwithstanding any other provision of subsection (d), all distributions from the DROP shall conform to the "minimum distribution of benefits" provisions as provided for herein.

(k) *Direct rollover of certain distributions.* This subsection applies to distributions made on or after January 1, 2002. Notwithstanding any provision of the DROP to the contrary, a distributee may elect to have any portion of an eligible rollover distribution paid in a direct rollover as otherwise provided under the system in section 70-73.

(l) *Administration of DROP.*

(1) *Board administers the DROP.* The general administration of the DROP, the responsibility for carrying out the provisions of the DROP and the responsibility of overseeing the investment of the DROP's assets shall be placed in the board. The members of the board may appoint from their number such subcommittees with such powers as they shall determine; may adopt such administrative procedures and regulations as they deem desirable for the conduct of their affairs; may authorize one or more of their number or any agent to execute or deliver any instrument or make any payment on their behalf; may retain counsel, employ agents and provide for such clerical, accounting, actuarial and consulting services as they may require in carrying out the provisions of the DROP; and may allocate among themselves or delegate to other persons all or such portion of their duties under the DROP, other than those granted to them as trustee under any trust agreement adopted for use in implementing the DROP, as they, in their sole discretion, shall decide. A trustee shall not vote on any question relating exclusively to himself.

(2) *Individual accounts, records and reports.* The board shall maintain records showing the operation and condition of the DROP, including records showing the individual balances in each member's DROP account, and the board shall keep in convenient form such data as may be necessary for the valuation of the assets and liabilities of the DROP. The board shall prepare and distribute to members participating in the DROP and other individuals or file with the appropriate governmental agencies, as the case may be, all necessary descriptions, reports, information returns, and data required to be distributed or filed for the DROP pursuant to the code and any other applicable laws.

(3) *Establishment of rules.* Subject to the limitations of the DROP, the board from time to time shall establish rules for the administration of the DROP and the transaction of its business. The board shall have discretionary authority to construe and interpret the DROP (including but not limited to determination of an individual's eligibility for DROP participation, the right and amount of any benefit payable under the DROP and the date on which any individual ceases to be a participant in the DROP). The determination of the board as to the interpretation of the DROP or its determination of any disputed questions shall be conclusive and final to the extent permitted by applicable law.

(4) *Limitation of liability.*

a. The trustees shall not incur any liability individually or on behalf of any other individuals for any act or failure to act, made in good faith in relation to the DROP or the funds of the DROP.

b. Neither the board nor any trustee of the board shall be responsible for any reports furnished by any expert retained or employed by the board, but they shall be entitled to rely thereon as well as on certificates furnished by an accountant or an actuary, and on all opinions of counsel. The board shall be fully protected with respect to any action taken or suffered by it in good faith in reliance upon such expert, accountant, actuary or counsel, and all actions taken or suffered in such reliance shall be conclusive upon any person with any interest in the DROP.

(m) *General provisions.*

(1) The DROP is not a separate retirement plan. Instead, it is a program under which a member who is eligible for normal retirement under the system may elect to accrue future retirement benefits in the manner provided in this section 70-75 for the remainder of his employment, rather than in the normal manner provided under the plan. Upon termination of employment, a member is entitled to a lump

sum distribution of his or her DROP account balance or may elect a rollover. The DROP account distribution is in addition to the member's monthly benefit.

(2) *Notional account.* The DROP account established for such a member is a notional account, used only for the purpose of calculation of the DROP distribution amount. It is not a separate account in the system. There is no change in the system's assets, and there is no distribution available to the member until the member's termination from the DROP. The member has no control over the investment of the DROP account.

(3) *No employer discretion.* The DROP benefit is determined pursuant to a specific formula which does not involve employer discretion.

(4) *IRC limit.* The DROP account distribution, along with other benefits payable from the system, is subject to limitation under Internal Revenue Code Section 415(b).

(5) *Amendment of DROP.* The DROP may be amended by an ordinance of the city at any time and from time to time, and retroactively if deemed necessary or appropriate, to amend in whole or in part any or all of the provisions of the DROP. However, except as otherwise provided by law, no amendment shall make it possible for any part of the DROP's funds to be used for, or diverted to, purposes other than for the exclusive benefit of persons entitled to benefits under the DROP. No amendment shall be made which has the effect of decreasing the balance of the DROP account of any member.

(6) *Facility of payment.* If a member or other person entitled to a benefit under the DROP is unable to care for his affairs because of illness or accident or is a minor, the board shall direct that any benefit due him shall be made only to a duly appointed legal representative. Any payment so made shall be a complete discharge of the liabilities of the DROP for that benefit.

(7) *Information.* Each member, beneficiary or other person entitled to a benefit, before any benefit shall be payable to him or on his account under the DROP, shall file with the board the information that it shall require to establish his rights and benefits under the DROP.

(8) *Prevention of escheat.* If the board cannot ascertain the whereabouts of any person to whom a payment is due under the DROP, the board may, no earlier than three years from the date such payment is due, mail a notice of such due and owing payment to the last known address of such person, as shown on the records of the board or the city. If such person has not made written claim therefor within three months of the date of the mailing, the board may, if it so elects and upon receiving advice from counsel to the system, direct that such payment and all remaining payments otherwise due such person be canceled on the records of the system. Upon such cancellation, the system shall have no further liability therefor except that, in the event such person or his beneficiary later notifies the board of his whereabouts and requests the payment or payments due to him under the DROP, the amount so applied shall be paid to him in accordance with the provisions of the DROP.

(9) *Written elections, notification.*

a. Any elections, notifications or designations made by a member pursuant to the provisions of the DROP shall be made in writing and filed with the board in a time and manner determined by the board under rules uniformly applicable to all employees similarly situated. The board reserves the right to change from time to time the manner for making notifications, elections or designations by members under the DROP if it determines after due deliberation that such action is justified in that it improves the administration of the DROP. In the event of a conflict between the provisions for making an election, notification or designation set forth in the DROP and such new administrative procedures, those new administrative procedures shall prevail.

b. Each member or retiree who has a DROP account shall be responsible for furnishing the board with his current address and any subsequent changes in his address. Any notice required to be given to a member or retiree hereunder shall be deemed given if directed to him at the last such

address given to the board and mailed by registered or certified United States mail. If any check mailed by registered or certified United States mail to such address is returned, mailing of checks will be suspended until such time as the member or retiree notifies the board of his address.

(10) *Benefits not guaranteed.* All benefits payable to a member from the DROP shall be paid only from the assets of the member's DROP account and neither the city nor the board shall have any duty or liability to furnish the DROP with any funds, securities or other assets except to the extent required by any applicable law.

(11) *Construction.*

a. The DROP shall be construed, regulated and administered under the laws of Florida, except where other applicable law controls.

b. The titles and headings of the subsections in this section 70-75 are for convenience only. In the case of ambiguity or inconsistency, the text rather than the titles or headings shall control.

(12) *Forfeiture of retirement benefits.* Nothing in this section shall be construed to remove DROP participants from the application of any forfeiture provisions applicable to the system. DROP participants shall be subject to forfeiture of all retirement benefits, including DROP benefits.

(13) *Effect of DROP participation on employment.* Participation in the DROP is not a guarantee of employment and DROP participants shall be subject to the same employment standards and policies that are applicable to employees who are not DROP participants.

(Ord. No. 18-16, § 1, 7-19-2018)

Sec. 70-75.5. Reemployment after retirement

(a) Any retiree who is retired under this system, except for disability retirement as previously provided for, may be reemployed by any public or private employer, except the city, and may receive compensation from that employment without limiting or restricting in any way the retirement benefits payable under this system. Reemployment by the city shall be subject to the limitations set forth in this section.

(b) *After normal retirement.* Any retiree who is retired under normal retirement pursuant to this system and who is reemployed as a firefighter after that retirement and, by virtue of that reemployment, is eligible to participate in this system, shall upon being reemployed discontinue receipt of benefits. Upon reemployment, the retiree shall be deemed to be fully vested and the additional credited service accrued during the subsequent employment period shall be used in computing a second benefit amount attributable to the subsequent employment period, which benefit amount shall be added to the benefit determined upon the initial retirement to determine the total benefit payable upon final retirement. Calculations of benefits upon retirement shall be based upon the benefit accrual rate, average final compensation, and credited service as of that date and the retirement benefit amount for any subsequent employment period shall be based upon the benefit accrual rate, average final compensation (based only on the subsequent employment period), and credited service as of the date of subsequent retirement. The amount of any death or disability benefit received as a result of a subsequent period of employment shall be reduced by the amount of accrued benefit eligible to be paid for a prior period of employment. The optional form of benefit and any joint pensioner selected upon initial retirement shall not be subject to change upon subsequent retirement except as otherwise provided herein, but the member may select a different optional form and joint pensioner applicable to the subsequent retirement benefit.

(c) Any retiree who is retired under normal retirement pursuant to this system and who is reemployed by the city after that retirement and, by virtue of that reemployment is ineligible to participate in this system, shall,

during the period of such reemployment, continue receipt of benefits during any subsequent employment period.

(d) *After early retirement.* Any retiree who is retired under early retirement pursuant to this system and who subsequently becomes an employee of the city in any capacity shall discontinue receipt of benefits from the system. If by virtue of that reemployment, the retiree is eligible to participate in this system, the retiree shall be deemed to be fully vested and the additional credited service accrued during the subsequent employment period shall be used in computing a second benefit amount attributable to the subsequent employment period, which benefit amount shall be added to the benefit determined upon the initial retirement to determine the total benefit payable upon final retirement. Calculations of benefits upon retirement shall be based upon the benefit accrual rate, average final compensation, credited service and early retirement reduction factor as of that date and the retirement benefit amount for any subsequent employment period shall be based upon the benefit accrual rate, average final compensation (based only on the subsequent employment period), and credited service as of the date of subsequent retirement. The amount of any death or disability benefit received as a result of a subsequent period of employment shall be reduced by the amount of accrued benefit eligible to be paid for a prior period of employment. The optional form of benefit and any joint pensioner selected upon initial retirement shall not be subject to change upon subsequent retirement except as otherwise provided herein, but the member may select a different optional form and joint pensioner applicable to the subsequent retirement benefit. Retirement pursuant to an early retirement incentive program shall be deemed early retirement for purposes of this section if the member was permitted to retire prior to the customary retirement date provided for in the system at the time of retirement.

(e) *Reemployment of terminated vested persons.* Reemployed terminated vested persons shall not be subject to the provisions of this section until such time as they begin to actually receive benefits. Upon receipt of benefits, terminated vested persons shall be treated as normal or early retirees for purposes of applying the provisions of this section and their status as an early or normal retiree shall be determined by the date they elect to begin to receive their benefit.

(f) *DROP participants.* Members or retirees who are or were in the deferred retirement option plan shall, following termination of employment after DROP participation, have the options provided for in this section for reemployment.

(Ord. No. 18-16, § 1, 7-19-2018)

Sec. 70-76. Maximum pension.

(a) *Basic limitation.* Notwithstanding any other provisions of this system to the contrary, the member contributions paid to, and retirement benefits paid from, the system shall be limited to such extent as may be necessary to conform to the requirements of Code section 415 and the regulations promulgated thereunder for a qualified retirement plan.

(b) *Additional limitation on pension benefits.* Notwithstanding anything herein to the contrary:

(1) The normal retirement benefit or pension payable to a retiree who becomes a member of the system and who has not previously participated in such system, on or after January 1, 1980, shall not exceed 100 percent of his average final compensation. However, nothing contained in this section shall apply to supplemental retirement benefits or to pension increases attributable to cost-of-living increases or adjustments.

(2) No member of the system shall be allowed to receive a retirement benefit or pension which is in part or in whole based upon any service with respect to which the member is already receiving, or will receive in the future, a retirement benefit or pension from a different employer's retirement system or

plan. This restriction does not apply to social security benefits or federal benefits under Chapter 1223, Title 10, U.S. Code.

(Ord. No. 18-16, § 1, 7-19-2018)

Sec. 70-77. Minimum distribution of benefits.

(a) *General rules.*

(1) *Effective date.* Effective as of January 1, 1989, the plan will pay all benefits in accordance with a good faith interpretation of the requirements of Code section 401(a)(9) and the regulations in effect under that section, as applicable to a governmental plan within the meaning of Code section 414(d). Effective on and after January 1, 2003, the plan is also subject to the specific provisions contained in this section. The provisions of this section will apply for purposes of determining required minimum distributions for calendar years beginning with the 2003 calendar year.

(2) *Precedence.* The requirements of this section will take precedence over any inconsistent provisions of the plan.

(3) *TEFRA Section 242(b)(2) Elections.* Notwithstanding the other provisions of this section other than this subsection (a)(3), distributions may be made under a designation made before January 1, 1984, in accordance with section 242(b)(2) of the Tax Equity and Fiscal Responsibility Act (TEFRA) and the provisions of the plan that related to section 242(b)(2) of TEFRA.

(b) *Time and manner of distribution.*

(1) *Required beginning date.* The member's entire interest will be distributed, or begin to be distributed, to the member no later than the member's required beginning date which shall not be later than April 1 of the calendar year following the later of the calendar year in which the member attains age 70 ½ or the calendar year in which the member terminates employment with the city.

(2) *Death of member before distributions begin.* If the member dies before distributions begin, the member's entire interest will be distributed, or begin to be distributed no later than as follows:

a. If the member's surviving spouse is the member's sole designated beneficiary, then distributions to the surviving spouse will begin by December 31 of the calendar year immediately following the calendar year in which the member died, or by a date on or before December 31 of the calendar year in which the member would have attained age 70 ½, if later, as the surviving spouse elects.

b. If the member's surviving spouse is not the member's sole designated beneficiary, then, distributions to the designated beneficiary will begin by December 31 of the calendar year immediately following the calendar year in which the member died.

c. If there is no designated beneficiary as of September 30 of the year following the year of the member's death, the member's entire interest will be distributed by December 31 of the calendar year containing the fifth anniversary of the member's death.

d. If the member's surviving spouse is the member's sole designated beneficiary and the surviving spouse dies after the member but before distributions to the surviving spouse begin, this subsection (b)(2), other than subsection (b)(2)a., will apply as if the surviving spouse were the member.

For purposes of this subsection (b)(2), distributions are considered to begin on the member's required beginning date or, if subsection (b)(2)d. applies, the date of distributions are required to begin to the surviving spouse under subsection (b)(2)a. If annuity payments irrevocably commence to the member before the member's required beginning date (or to the member's surviving spouse before the date distributions

are required to begin to the surviving spouse under subsection (b)(2)a.) the date distributions are considered to begin is the date distributions actually commence.

(3) *Death after distributions begin.* If the member dies after the required distribution of benefits has begun, the remaining portion of the member's interest must be distributed at least as rapidly as under the method of distribution before the member's death.

(4) *Form of distribution.* Unless the member's interest is distributed in the form of an annuity purchased from an insurance company or in a single sum on or before the required beginning date, as of the first distribution calendar year distributions will be made in accordance with this section. If the member's interest is distributed in the form of an annuity purchased from an insurance company, distributions thereunder will be made in accordance with the requirements of section 401 (a)(9) of the Code and Treasury regulations. Any part of the member's interest which is in the form of an individual account described in section 414(k) of the Code will be distributed in a manner satisfying the requirements of section 401(a)(9) of the Code and Treasury regulations that apply to individual accounts.

(c) *Determination of amount to be distributed each year.*

(1) *General requirements.* If the member's interest is paid in the form of annuity distributions under the plan, payments under the annuity will satisfy the following requirements:

a. The annuity distributions will be paid in periodic payments made at intervals not longer than one year.

b. The member's entire interest must be distributed pursuant to section 70-67, section 70-74, section 70-62.5, or section 70-67.5 (as applicable) and in any event over a period equal to or less than the member's life or the lives of the member and a designated beneficiary, or over a period not extending beyond the life expectancy of the member or of the member and a designated beneficiary. The life expectancy of the member, the member's spouse, or the member's beneficiary may not be recalculated after the initial determination for purposes of determining benefits.

(2) *Amount required to be distributed by required beginning date.* The amount that must be distributed on or before the member's required beginning date (or, if the member dies before distributions begin, the date distributions are required to begin under section 70-74) is the payment that is required for one payment interval. The second payment need not be made until the end of the next payment interval even if that payment interval ends in the next calendar year. Payment intervals are the periods for which payments are received, e.g., monthly. All of the member's benefit accruals as of the last day of the first distribution calendar year will be included in the calculation of the amount of the annuity payments for payment intervals ending on or after the member's required beginning date.

(3) *Additional accruals after first distribution calendar year.* Any additional benefits accruing to the member in a calendar year after the first distribution calendar year will be distributed beginning with the first payment interval ending in the calendar year immediately following the calendar year in which such amount accrues.

(d) *General distribution rules.*

(1) The amount of an annuity paid to a member's beneficiary may not exceed the maximum determined under the incidental death benefit requirement of Code section 401(a)(9)(G), and effective for any annuity commencing on or after January 1, 2008, the minimum distribution incidental benefit rule under Treasury Regulation section 1.401(a)(9)-6, Q&A-2.

(2) The death and disability benefits provided by the plan are limited by the incidental benefit rule set forth in Code section 401(a)(9)(G) and Treasury Regulation section 1.401-1(b)(1)(I) or any successor

regulation thereto. As a result, the total death or disability benefits payable may not exceed 25 percent of the cost for all of the members' benefits received from the retirement system.

(e) *Definitions.*

(1) *Designated beneficiary* means the individual who is designated as the beneficiary under the plan and is the designated beneficiary under section 401(a)(9) of the Code and section 1.401(a)(9)-1, Q&A-4, of the Treasury regulations.

(2) *Distribution calendar year* means a calendar year for which a minimum distribution is required. For distributions beginning before the member's death, the first distribution calendar year is the calendar year immediately preceding the calendar year which contains the member's required beginning date. For distributions beginning after the member's death, the first distribution calendar year is the calendar year in which distributions are required to begin pursuant to section 70-74.

(Ord. No. 18-16, § 1, 7-19-2018)

Sec. 70-78. Miscellaneous provisions.

(a) *Interest of members in system.* All assets of the fund are held in trust, and at no time prior to the satisfaction of all liabilities under the system with respect to retirees and members and their spouses or beneficiaries, shall any part of the corpus or income of the fund be used for or diverted to any purpose other than for their exclusive benefit.

(b) *No reduction of accrued benefits.* No amendment or ordinance shall be adopted by the city commission of the city of Eustis which shall have the effect of reducing the then vested accrued benefits of members or a member's beneficiaries.

(c) *Qualification of system.* It is intended that the system will constitute a qualified public pension plan under the applicable provisions of the code for a qualified plan under Code section 401(a) and a governmental plan under Code section 414(d), as now in effect or hereafter amended. Any modification or amendment of the system may be made retroactively, if necessary or appropriate, to qualify or maintain the system as a plan meeting the requirements of the applicable provisions of the code as now in effect or hereafter amended, or any other applicable provisions of the U.S. federal tax laws, as now in effect or hereafter amended or adopted, and the regulations issued thereunder.

(d) *Use of forfeitures.* Forfeitures arising from terminations of service of members shall serve only to reduce future city contributions.

(e) *Prohibited transactions.* Effective as of January 1, 1989, a board may not engage in a transaction prohibited by Code section 503(b).

(f) *USERRA.* Effective December 12, 1994, notwithstanding any other provision of this system, contributions, benefits and service credit with respect to qualified military service are governed by Code section 414(u) and the Uniformed Services Employment and Reemployment Rights Act of 1994, as amended. To the extent that the definition of "credited service" sets forth contribution requirements that are more favorable to the member than the minimum compliance requirements, the more favorable provisions shall apply.

(g) *Vesting.*

(1) Member will be 100 percent vested in all benefits upon attainment of the plan's age and service requirements for the plan's normal retirement benefit; and

(2) A member will be 100 percent vested in all accrued benefits, to the extent funded, if the plan is terminated or experiences a complete discontinuance of employer contributions.

(h) *Electronic forms.* In those circumstances where a written election or consent is not required by the plan or the code, an oral, electronic, or telephonic form in lieu of or in addition to a written form may be prescribed by the board. However, where applicable, the board shall comply with Treas. Reg. § 1.401(a)-21.

(i) *Compliance with chapter 175, Florida Statutes.* It is intended that the system will continue to qualify for funding under F.S. ch. 175-101, et seq. Accordingly, unless otherwise required by law, any provision of the system which violates the requirements of F.S. ch. 175, as amended from time to time, shall be superseded by and administered in accordance with the requirements of such chapter.

(Ord. No. 18-16, § 1, 7-19-2018)

Sec. 70-79. Repeal or termination of system.

(a) This ordinance establishing the system and fund, and subsequent ordinances pertaining to said system and fund, may be modified, terminated, or amended, in whole or in part; provided that if this or any subsequent ordinance shall be amended or repealed in its application to any person benefitting hereunder, the amount of benefits which at the time of any such alteration, amendment, or repeal shall have accrued to the member or beneficiary shall not be affected thereby.

(b) If this ordinance shall be repealed, or if contributions to the system are discontinued or if there is a transfer, merger or consolidation of government units, services or functions as provided in F.S. ch. 121, the board shall continue to administer the system in accordance with the provisions of this ordinance, for the sole benefit of the then members, any beneficiaries then receiving retirement allowances, and any future persons entitled to receive benefits under one of the options provided for in this ordinance who are designated by any of said members. In the event of repeal, discontinuance of contributions, or transfer, merger or consolidation of government units, services or functions, there shall be full vesting 100 percent of benefits accrued to date of repeal and such benefits shall be nonforfeitable.

(c) The fund shall be distributed in accordance with the following procedures:

(1) The board shall determine the date of distribution and the asset value required to fund all the nonforfeitable benefits after taking into account the expenses of such distribution. The board shall inform the city if additional assets are required, in which event the city shall continue to financially support the plan until all nonforfeitable benefits have been funded.

(2) The board shall determine the method of distribution of the asset value, whether distribution shall be by payment in cash, by the maintenance of another or substituted trust fund, by the purchase of insured annuities, or otherwise, for each firefighter entitled to benefits under the plan as specified in subsection (3).

(3) The board shall distribute the asset value as of the date of termination in the manner set forth in this subsection, on the basis that the amount required to provide any given retirement income is the actuarially computed single-sum value of such retirement income, except that if the method of distribution determined under subsection (2) involves the purchase of an insured annuity, the amount required to provide the given retirement income is the single premium payable for such annuity. The actuarial single-sum value may not be less than the firefighter's accumulated contributions to the plan, with interest if provided by the plan, less the value of any plan benefits previously paid to the firefighter.

(4) If there is asset value remaining after the full distribution specified in subsection (3), and after the payment of any expenses incurred with such distribution, such excess shall be returned to the city, less return to the state of the state's contributions, provided that, if the excess is less than the total contributions made by the city and the state to date of termination of the plan, such excess shall be divided proportionately to the total contributions made by the city and the state.

(5) The board shall distribute, in accordance with subsection (2), the amounts determined under subsection (3). If, after 24 months after the date the plan terminated or the date the board received written notice that the contributions thereunder were being permanently discontinued, the city or the board of the fund affected has not complied with all the provisions in this section, the Florida Department of Management Services will effect the termination of the fund in accordance with this section.

(Ord. No. 18-16, § 1, 7-19-2018)

Sec. 70-80. Domestic relations orders; retiree directed payments; exemption from execution, non-assignability.

(a) *Domestic relations orders.*

(1) Prior to the entry of any domestic relations order which affects or purports to affect the system's responsibility in connection with the payment of benefits of a retiree, the member or retiree shall submit the proposed order to the board for review to determine whether the system may legally honor the order.

(2) If a domestic relations order is not submitted to the board for review prior to entry of the order, and the system is ordered to take action that it may not legally take, and the system expends administrative or legal fees in resolving the matter, the member or retiree who submits such an order will be required to reimburse the system for its expenses in connection with the order.

(b) *Retiree directed payments.* The board may, upon written request by a retiree or by a dependent, when authorized by a retiree or the retiree's beneficiary, authorize the system to withhold from the monthly retirement payment those funds that are necessary to pay for the benefits being received through the city, to pay the certified bargaining agent of the city, to make payment to insurance companies for insurance premiums as permitted by F.S. ch. 175 and to make any payments for child support or alimony.

(c) *Exemption from execution, non-assignability.* Except as otherwise provided by law, the pensions, annuities, or any other benefits accrued or accruing to any person under the provisions of this ordinance and the accumulated contributions and the cash securities in the fund created under this ordinance are hereby exempted from any state, county or municipal tax and shall not be subject to execution, attachment, garnishment or any legal process whatsoever and shall be unassignable.

(Ord. No. 18-16, § 1, 7-19-2018)

Sec. 70-81. Pension validity.

The board shall have the power to examine into the facts upon which any pension shall heretofore have been granted under any prior or existing law, or shall hereafter be granted or obtained erroneously, fraudulently or illegally for any reason. The board is empowered to purge the pension rolls or correct the pension amount of any person heretofore granted a pension under prior or existing law or any person hereafter granted a pension under this ordinance if the same is found to be erroneous, fraudulent or illegal for any reason; and to reclassify any person who has heretofore under any prior or existing law been or who shall hereafter under this ordinance be erroneously, improperly or illegally classified. Any overpayments or underpayments shall be corrected and paid or repaid in a reasonable manner determined by the board.

(Ord. No. 18-16, § 1, 7-19-2018)

Sec. 70-82. Certain offenses; forfeiture of pension.

(a) *Definitions.*

(1) *Conviction* means an adjudication of guilt by a court of competent jurisdiction; a plea of guilty or a nolo contendere; a jury verdict of guilty when adjudication of guilt is withheld and the accused is placed on probation; or a conviction by the senate of an impeachable offense.

(2) *Court* means any state or federal court of competent jurisdiction which is exercising its jurisdiction to consider a proceeding involving the alleged commission of a specified offense.

(b) Any member who is convicted of the following offenses committed prior to retirement, or whose employment is terminated by reason of his admitted commission, aid or abetment of the following specified offenses, shall forfeit all rights and benefits under this system, except for the return of his accumulated contributions as of the date of termination. Specified offenses are as follows:

(1) The committing, aiding or abetting of an embezzlement of public funds;

(2) The committing, aiding or abetting of any theft by a public officer or employee from employer;

(3) Bribery in connection with the employment of a public officer or employee;

(4) Any felony specified in F.S. ch. 838;

(5) The committing of an impeachable offense;

(6) The committing of any felony by a public officer or employee who willfully and with intent to defraud the public or the public agency, for which he acts or in which he is employed, of the right to receive the faithful performance of his duty as a public officer or employee, realizes or obtains or attempts to obtain a profit, gain, or advantage for himself or for some other person through the use or attempted use of the power, rights, privileges, duties or position of his public office or employment position; or

(7) The committing on or after October 1, 2008, of any felony defined in F.S. Section 800.04, against a victim younger than 16 years of age, or any felony defined in F.S. ch. 794, against a victim younger than 18 years of age, by a public officer or employee through the use or attempted use of power, rights, privileges, duties, or position of his or her public office or employment position.

(c) Prior to forfeiture, the board shall hold a hearing on which notice shall be given to the member whose benefits are being considered for forfeiture. Said member shall be afforded the right to have an attorney present. No formal rules of evidence shall apply, but the member shall be afforded a full opportunity to present his case against forfeiture.

(d) Any member who has received benefits from the system in excess of his accumulated contributions after member's rights were forfeited shall be required to pay back to the fund the amount of the benefits received in excess of his accumulated contributions. The board may implement all legal action necessary to recover such funds.

(Ord. No. 18-16, § 1, 7-19-2018)

Sec. 70-83. Conviction and forfeiture; false, misleading or fraudulent statements.

(a) It is unlawful for a person to willfully and knowingly make, or cause to be made, or to assist, conspire with, or urge another to make, or cause to be made, any false, fraudulent, or misleading oral or written statement or withhold or conceal material information to obtain any benefit from the system.

(b) A person who violates subsection (a) commits a misdemeanor of the first degree, punishable as provided in F.S. § 775.082 or § 775.083.

(c) In addition to any applicable criminal penalty, upon conviction for a violation described in subsection (a), a member or beneficiary of the system may, in the discretion of the board, be required to forfeit the right to receive any or all benefits to which the person would otherwise be entitled under the system. For purposes of this subsection, "conviction" means a determination of guilt that is the result of a plea or trial, regardless of whether adjudication is withheld.

(Ord. No. 18-16, § 1, 7-19-2018)

Sec. 70-84. Indemnification.

(a) To the extent not covered by insurance contracts in force from time to time, the city shall indemnify, defend and hold harmless members of the board from all personal liability for damages and costs, including court costs and attorneys' fees, arising out of claims, suits, litigation, or threat of same, herein referred to as "claims", against these individuals because of acts or circumstances connected with or arising out of their official duty as members of the board. The city reserves the right, in its sole discretion, to settle or not settle the claim at any time, and to appeal or to not appeal from any adverse judgment or ruling, and in either event will indemnify, defend and hold harmless any members of the board from the judgment, execution, or levy thereon.

(b) This section shall not be construed so as to relieve any insurance company or other entity liable to defend the claim or liable for payment of the judgment or claim, from any liability, nor does this section waive any provision of law affording the city immunity from any suit in whole or part, or waive any other substantive or procedural rights the city may have.

(c) This section shall not apply nor shall the city be responsible in any manner to defend or pay for claims arising out of acts or omissions of members of the board which constitute felonies or gross malfeasance or gross misfeasance in office.

(Ord. No. 18-16, § 1, 7-19-2018)

Sec. 70-85. Supplemental benefit component for special benefits; chapter 175 share accounts.

There is hereby established an additional plan component to provide special benefits in the form of a supplemental retirement, termination, death and disability benefits to be in addition to the benefits provided for in the previous sections of this plan, such benefit to be funded solely and entirely by F.S. ch. 175, premium tax monies for each plan year which are allocated to this supplemental defined contribution component for special benefits as provided for in F.S. § 175.351. Amounts allocated to this supplemental component ("Share Plan"), if any, shall be further allocated to the members and DROP participants as follows:

(1) *Individual member share accounts.* The board shall create individual "member share accounts" for all actively employed plan members and DROP participants and maintain appropriate books and records showing the respective interest of each member or DROP participant hereunder. Each member or DROP participant shall have a member share account for his share of the F.S. ch. 175 tax revenues described above, forfeitures and income and expense adjustments relating thereto. The board shall maintain separate member share accounts, however, the maintenance of separate accounts is for accounting purposes only and a segregation of the assets of the trust fund to each account shall not be required or permitted.

(2) *Share account funding.*

a. Individual member share accounts shall be established as of September 30, 2017 for all members and DROP participants who were actively employed as of October 1, 2016 and for each member who becomes employed thereafter. Individual member share accounts shall be credited with an allocation as provided for in the following subsection (3) of any premium tax monies which have been allocated to the share plan for that plan year, beginning with the plan year ending September 30, 2017.

b. Any forfeitures as provided in subsection (4), shall be used as part of future allocations to the individual member share accounts in accordance with the formula set forth in subsection (3)a.

(3) *Allocation of monies to share accounts.*

a. *Allocation of chapter 175 contributions.*

1. Effective as of September 30, 2016, the amount of any premium tax monies allocated to the share plan shall be allocated to individual member share accounts as provided for in this subsection. Members retiring on or after October 1, 2016 and prior to September 30, 2017 shall receive an allocation. In addition, all premium tax monies allocated to the share plan in any subsequent plan year shall also be allocated as provided for in this subsection. Available premium tax monies shall be allocated to individual member share accounts at the end of each plan year on September 30 (a "valuation date").

2. On each valuation date, each current actively employed member of the plan not participating in the DROP, each DROP participant and each retiree who retires or DROP participant who has terminated DROP participation in the plan year ending on the valuation date (including each disability retiree), or beneficiary of a deceased member (not including terminated vested persons) who is otherwise eligible for an allocation as of the valuation date shall receive a share allocation as follows:

3. The total funds subject to allocation on each valuation date shall be allocated to each member share account of those eligible for an allocation in an amount equal to a fraction of the total amount, the numerator of which shall be the individual's total years and fractional parts of years of credited service as of the valuation date, and the denominator of which shall be the sum of the total years and fractional parts of years of credited service as of the valuation date of all individuals to whom allocations are being made. Beneficiaries shall receive an allocation based on the years of credited service of the deceased member or DROP participant.

4. For the purposes of establishing and maintaining share accounts, Re-employed retirees shall be deemed new employees and shall receive an allocation based solely on the credited service in the reemployment period.

b. *Allocation of investment gains and losses.* On each valuation date, each individual member share account shall be adjusted to reflect the net earnings or losses resulting from investments during the year. The net earnings or losses allocated to the individual member share accounts shall be the same percentage which is earned or lost by the total plan investments, including realized and unrealized gains or losses, net of brokerage commissions, transaction costs and management fees. Net earnings or losses are determined as of the last business day of the fiscal year, which is the valuation date, and are debited or credited as of such date. For purposes of calculating net earnings or losses on a member's share account pursuant to this subsection, brokerage commissions, transaction costs, and management fees for the immediately preceding fiscal year shall be determined for each year by the investment consultant pursuant to contracts with fund managers as reported in the custodial statement. The investment consultant shall report these annual contractual fees to the board. The investment consultant shall also report the net investment return for each manager and the net investment return for the total plan assets.

c. *Allocation of costs, fees and expenses.* On each valuation date, each individual member share account shall be adjusted to allocate its pro rata share of the costs, fees and expenses of administration of the share plan. These fees shall be allocated to each individual member share account on a proportionate basis taking the costs, fees and expenses of administration of the share plan as a whole multiplied by a fraction, the numerator of which is the total assets in each individual member share account (after adding the annual investment gain or loss) and the denominator of which is the total assets of the fund as a whole as of the same date.

d. *No right to allocation.* The fact of allocation or credit of an allocation to a member's share account by the board shall not vest in any member, any right, title, or interest in the assets of the trust or in the chapter 175 tax revenues except at the time or times, to the extent, and subject to the terms and conditions provided in this section.

e. Members and DROP participants shall be provided annual statements setting forth their share account balance as of the end of the plan year.

(4) *Forfeitures.* Any member who has less than ten years of service credit and who is not otherwise eligible for payment of benefits after termination of employment with the city as provided for in subsection (5) shall forfeit his individual member share account. Forfeited amounts shall be included and used as part of the chapter 175 tax revenues for future allocations to individual member share accounts on each valuation date in accordance with the formula set forth in subsection (3)a.

(5) *Eligibility for benefits.* Any member (or his beneficiary) who terminates employment as a firefighter with the city or who dies, upon application filed with the board, shall be entitled to be paid the value of his individual member share account, subject to the following criteria:

a. *Retirement benefit.*

1. A member shall be entitled to 100 percent of the value of his share account upon normal or early retirement pursuant to section 70-67, or if the member enters the DROP, upon termination of employment.

2. Such payment shall be made as provided in subsection (6).

b. *Termination benefit.*

1. In the event that a member's employment as a firefighter is terminated by reason other than retirement, death or disability, he shall be entitled to receive the value of his share account only if he is vested in accordance with 70-62.5.

2. Such payment shall be made as provided in subsection (6).

c. *Disability benefit.*

1. In the event that a member is determined to be eligible for a disability benefit pursuant to Section 70-71, he shall be entitled to 100 percent of the value of his share account.

2. Such payment shall be made as provided in subsection (6).

d. *Death benefit.*

1. In the event that a member or DROP participant dies while actively employed as a firefighter, 100 percent of the value of his member share account shall be paid to his designated beneficiary as provided in section 70-74.

2. Such payment shall be made as provided in subsection (6).

(6) *Payment of benefits.* If a member or DROP participant terminates employment for any reason or dies and he or his beneficiary is otherwise entitled to receive the balance in the member's share account,

the member's share account shall be valued by the plan's actuary on the next valuation date as provided for in subsection (3) above, following termination of employment. Payment of the calculated share account balance shall be payable as soon as administratively practicable following the valuation date, but not later than 150 days following the valuation date and shall be paid in one lump sum payment. No optional forms of payments shall be permitted.

(7) *Benefits not guaranteed.* All benefits payable under this section 70-85 shall be paid only from the assets accounted for in individual member share accounts. Neither the city nor the board shall have any duty or liability to furnish any additional funds, securities or other assets to fund share account benefits. Neither the board nor any trustee shall be liable for the making, retention, or sale of any investment or reinvestment made as herein provided, nor for any loss or diminishment of the member share account balances, except due to his or its own negligence, willful misconduct or lack of good faith. All investments shall be made by the board subject to the restrictions otherwise applicable to fund investments.

(8) *Notional account.* The member share account is a notional account, used only for the purpose of calculation of the share distribution amount. It is not a separate account in the system. There is no change in the system's assets, and there is no distribution available to the member or DROP participant until the member's or DROP participant's termination from employment. The member or DROP participant has no control over the investment of the share account.

(9) *No employer discretion.* The share account benefit is determined pursuant to a specific formula which does not involve employer discretion.

(10) *Maximum additions.* Notwithstanding any other provision of this section, annual additions under this section shall not exceed the limitations of section 415(c) of the Code.

(11) *IRC limit.* The share account distribution, along with other benefits payable from the system, is subject to limitation under Internal Revenue Code Section 415(b).

(Ord. No. 18-16, § 1, 7-19-2018)

Secs. 70-86—70-100. Reserved.

ORDINANCE NUMBER 24-29

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA AMENDING CHAPTER 70, PENSIONS AND RETIREMENT, ARTICLE III, MUNICIPAL FIREFIGHTERS' PENSION AND RETIREMENT SYSTEM, SECTION 70-61.5-BOARD OF TRUSTEES OF THE CODE OF ORDINANCES OF THE CITY OF EUSTIS AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Eustis firefighters are presently provided pension benefits pursuant to Chapter 70, Article III, Eustis Code of Ordinances, which establishes a plan intended to meet or exceed the minimum benefits and minimum standards set out in Chapter 175, Florida Statutes;

WHEREAS, the Eustis Firefighter Pension Board of Trustees has voted to recommend changes to Section 70-61.5, Article III, Chapter 70, Eustis Code of Ordinances which governs to Board of Trustees to provide for numbered seats, setting election dates for each seat, and clarifying that any new trustees filling a vacancy will serve out the remaining term for that seat;

WHEREAS, the proposed changes have been approved and recommended by the Board of Trustees of the plan;

WHEREAS, the City Commission desires to amend its "local-law" pension plan and adopt the Board of Trustees proposed changes clarifying their office and election terms.

NOW, THEREFORE, THE COMMISSION OF THE CITY OF EUSTIS HEREBY ORDAINS:

Section 1. Chapter 70, PENSIONS AND RETIREMENT, Article III, MUNICIPAL FIREFIGHTERS' PENSION AND RETIREMENT SYSTEM, Section 70-61.5-Board of Trustees of the Code of Ordinances of the City of Eustis, is hereby amended as set forth in Exhibit A attached hereto and made a part hereof.

Section 2. It is the intention of the City Commission of the City of Eustis that the provisions of this Ordinance shall become and be made a part of the City of Eustis Code of Ordinances and that the sections of this Ordinance may be renumbered or relettered and the word "Ordinance" may be changed to "Section", "Article" or such other appropriate word or phrase to accomplish such intentions.

Section 3. This Ordinance shall become effective immediately on passing.

Section 4. This Ordinance shall be published in accordance with the requirements of law.

PASSED, ORDAINED AND APPROVED in Regular Session of the City Commission of the City of Eustis, Lake County, Florida, this 1st day of August, 2024.

CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA

Michael L. Holland
Mayor/Commissioner

ATTEST:

Mary C. Montez, Deputy City Clerk

CITY OF EUSTIS CERTIFICATION

STATE OF FLORIDA
COUNTY OF LAKE

The foregoing instrument was acknowledged before me this 1st day of August, 2024 by Michael L. Holland, Mayor, and Mary C. Montez, Deputy City Clerk, who are personally known to me.

ELIS J. FORMAN
MY COMMISSION # HH 322740
EXPIRES: October 17, 2026

Notary Public – State of Florida
My Commission Expires: _____
Notary Serial No. _____

CITY ATTORNEY'S OFFICE

This document is approved as to form and legal content for use and reliance by the City Commission of the City of Eustis, Florida.

City Attorney's Office

8/12/2024
Date

CERTIFICATE OF POSTING

The foregoing Ordinance Number 24-29 is hereby approved, and I hereby certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Parks & Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Christine Halloran, City Clerk

Exhibit A

Sec. 70-61.5. Board of Trustees.

(a) The sole and exclusive administration of and responsibility for the proper operation of the system and for making effective the provisions of this ordinance is hereby vested in a board of trustees defined elsewhere herein as the board. The board is hereby designated as the plan administrator, provided that it may delegate plan administration duties to a third-party plan administrator in its discretion.

(b) The membership of the board shall consist of five members serving in numbered seats. Seats 1 and 2, ~~two of whom, unless otherwise prohibited by law,~~ must be held by legal residents of the city and must be appointed by the Eustis City Commission for two (2) year terms. Seat 1 shall be appointed in November of each year ending in an odd number and Seat 2 shall be appointed in November of each year ending in an even number. Seats 3 and 4, ~~and two of whom~~ must be held by full-time firefighters as defined in F.S. § 175.032 who are elected by a majority of the active firefighters who are members of such plan for two (2) year terms. Seat 3 shall be elected in November of each year ending in an odd number and Seat 4 shall be elected in November of each year ending in an even number. Seat 5 ~~The fifth member~~ shall be chosen by a majority of the previous four members as provided herein, and such person's name shall be submitted to the Eustis City Commission. Upon receipt of the fifth person's name, the Eustis City Commission shall, as a ministerial duty, appoint such person to the board. The member holding Seat 5~~fifth member~~ shall have the same rights as each of the other four members, and shall serve as trustee for a period of two (2) years. ~~, and may succeed himself or herself in office. Each resident member shall serve as trustee for a period of two years, unless sooner replaced by the governing body at whose pleasure he or she serves, and may succeed himself or herself as a trustee. Each firefighter member shall serve as trustee for a period of two years, unless he or she sooner leaves the employment of the municipality as a firefighter, whereupon a successor shall be chosen in the same manner as an original appointment. Each firefighter may succeed himself or herself in office.~~ DROP participants can be elected as, but not vote for, elected trustees. Each member may succeed himself or herself as a trustee so long as the member otherwise meets the requirements of that seat. In the event that any seat becomes vacant, a successor member who meets the requirements of that seat shall be appointed or elected in the manner required for that seat and shall serve for the remaining term of that seat. The board shall establish and administer the nominating and election procedures for each election. The board shall meet at least quarterly each year. The board shall be a legal entity with, in addition to other powers and responsibilities contained herein, the power to bring and defend lawsuits of every kind, nature, and description.

(c) The trustees shall, by a majority vote, elect a chairman and a secretary. If the board has not appointed an administrator, ~~T~~the secretary of the board shall keep a complete minute book of the actions, proceedings, or hearings of the board. The

trustees shall not receive any compensation as such, but may receive expenses and per diem as provided by law.

(d) Each trustee shall be entitled to one vote on the board. Three affirmative votes shall be necessary for any decision by the trustees at any meeting of the board. A trustee shall abstain from voting as the result of a conflict of interest and shall comply with the provisions of F.S. § 112.3143.

(e) The board shall engage such actuarial, accounting, legal, and other services as shall be required to transact the business of the system. The compensation of all persons engaged by the board and all other expenses of the board necessary for the operation of the system shall be paid from the fund at such rates and in such amounts as the board shall agree. In the event the board chooses to use the city's legal counsel, actuary or other professional, technical or other advisors, it shall do so only under terms and conditions acceptable to the board.

(f) The duties and responsibilities of the board shall include, but not necessarily be limited to, the following:

(1) To construe the provisions of the system and determine all questions arising thereunder.

(2) To determine all questions relating to eligibility and membership.

(3) To determine and certify the amount of all retirement allowances or other benefits hereunder.

(4) To establish uniform rules and procedures to be followed for administrative purposes, benefit applications and all matters required to administer the system.

(5) To distribute to members, at regular intervals, information concerning the system.

(6) To receive and process all applications for benefits.

(7) To authorize all payments whatsoever from the fund, and to notify the custodian, in writing, of approved benefit payments and other expenditures arising through operation of the system and fund.

(8) To have performed actuarial studies and valuations, at least as often as required by law, and make recommendations regarding any and all changes in the provisions of the system.

(9) To perform such other duties as are required to prudently administer the system.

(g) *Claims procedures.*

(1) The board shall establish administrative claims procedures to be utilized in processing written requests ("claims"), on matters which affect the substantial rights of any person ("claimant"), including members, retirees, beneficiaries, or any person affected by a decision of the board.

(2) The board shall have the power to subpoena and require the attendance of witnesses and the production of documents for discovery prior to and at any proceedings provided for in the board's claims procedures. The claimant may request in writing the issuance of subpoenas by the board. A reasonable fee may be charged for the issuance of any subpoenas not to exceed the fees set forth in Florida Statutes.

City of Eustis
P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

TO: EUSTIS CITY COMMISSION

FROM: Tom Carrino, City Manager

DATE: December 9, 2025

RE: Appointment to the Historic Preservation Board (HPB) - Member

Introduction:
This item is for City Commission consideration of the reappointment of applicant Monte Stamper to the Historic Preservation Board.

Background:
The City Code of Ordinances provides for a five-member Historic Preservation Board with one alternate with each member appointed to serve 3-year terms. The purpose of the board is to consider Certificates of Appropriateness regarding alterations to buildings within the two historic districts as well as consider historic landmark designations.

To meet the requirements of the certified local government program, as provided in the National Historic Preservation Act, as amended in 1980, PL 96-515, and to carry out its responsibilities under this chapter, the membership of the board shall include, to the extent available, three persons who are educated or who practice in one of the disciplines of architecture, history, architectural history, planning, archaeology or related disciplines. Whenever an individual is nominated to the board, the city commission shall consider the professional qualifications of the individual to ensure that the requirements of the certified local government program are met.

After the process of advertising a position on HPB, Monte Stamper submitted a Board Reappointment Form indicating a request to seek reappointment. No background check was completed due to the applicant currently serving on the Board. No other persons submitted applications.

Position, Member Name, Term Expiration and Status of Position available:
1. Member, Monte Stamper, Term expiration 12/31/2025 – seeking reappointment

Recommended Action:
Staff recommend consideration of the applicant for the Member position below:
1. **Member**: Term 12/31/2025 to 12/31/2028

Prepared By:
Christine Halloran, City Clerk

Reviewed By:
Tom Carrino, City Manager

Attachments:

1. Board Reappointment Form – Monte Stamper
2. HPB Roster (as of 12/3/2025)
3. Eustis, FL Code of Ordinances, Chapter 46 – Historic Preservation Administration

City of Eustis – City Clerk
P. O. Drawer 68
10 North Grove Street
Eustis, Florida 32727

Board Reappointment/Resignation Form

Please check the appropriate box below for the Board which you are seeking reappointment. Then, fill in the remaining information and sign/date below.

- ☐ Code Enforcement Board
- ☑ Historic Preservation Board
- ☐ Library Board of Trustees
- ☐ Fire Pension Board
- ☐ Police Pension Board
- ☐ Eustis Housing Authority

- ☐ I no longer wish to serve on the above Board. Effective:
- ☑ I request to seek reappointment to the above Board.

Name: Monte Stamper

Address: 611 Fernshaw Ave Eustis, FL 32726

Contact Number: (407) 948-4045

Email Address: allmighty.ms@gmail.com

Date: 11/12/25

Signature: Monte Stamper

Digitally signed by Monte Stamper
Date: 2025.11.12 15:18:28 -05'00'

Please return completed form to cityclerk@eustis.org. You will be notified when your appointment will be added to an upcoming City Commission Meeting Agenda for consideration.

City of Eustis Historic Preservation Board Member Roster
5-Member: 3-year Term

Chairperson
Matthew E. Kalus
605 E. Washington Ave., Eustis, FL 32726
W: (407) 836-7856 C: 455-8081
matthew.kalus@ocfl.net
Term Expiration: 03/28/2023
Reappointment: 03/02/2023
Term Expiration: 02/28/2026

Vice-Chairperson
Monte Stamper
611 Fernshaw Ave., Eustis, FL 32726
H: (352) 483-3560 W: (407) 948-4045
Allmighty.ms@gmail.com
Term Expiration: 12/31/2022
Reappointment: 03/02/2023
Term Expiration: 12/31/2025

Member
Shannon Graves
496 Darshire Avenue, Eustis, FL 32736
(321) 356-3531
Sierra_golf@yahoo.com
Appointment: 04/17/2025
Term: 04/22/2025 to 04/22/2028

Member
Ronald K. Musselman
226 S. Grove St., Eustis, FL 32726
C: (352) 978-1921
kirk@davelowerealty.com
Appointment: 02/18/2021 (partial term)
Term Expiration: 12/31/2021
Reappointment:01/06/2022
Term Expiration: 12/31/2024
Reappointment: 04/17/2025
Term: 12/31/2024 to 12/31/2027

Member
Dorothy Stevenson
806 Liberty St., Eustis, FL 32726
(352) 321-2169
yolandastaylor7@gmail.com
Appointment: 5/19/2022 (partial term)
Term Expiration: 02/28/23
Reappointment: 04/17/2025
Term: 02/28/2023 to 02/28/2026

Alternate
Derek Stewart
3230 Site To See Ave., Eustis, FL 32726
(352) 901-5878
derek.a.stewart1@gmail.com
Appointment: 04/17/2025 (partial/full)
Term Expiration: 07/07/2025
Appointment Partial term: 04/17/2025 to 07/07/2025
Term: 07/07/2025 to 07/07/2028

HPB Attorney
Cheyenne Rossi, Associate Attorney
Bowen and Schroth, P.A.
600 Jennings Avenue
Eustis, Florida 32726
W: (352) 589-1414
crossi@bowenschroth.com

Staff Liaison
Kyle Wilkes
City of Eustis – Development Services
Senior Planner
4 N. Grove Street
P.O. Drawer 68
Eustis, FL 32726
W: (352) 483-5460
wilkesk@eustis.org

Staff Recording Secretary
Deanna Mikiska
City of Eustis – Development Services
Review Coordinator
(352) 483-5426
mikiskad@eustis.org

Term Lengths and Board Duties are per Sec. 46-57 of the City's Code

Revised 12/3/2025

DIVISION 2. HISTORIC PRESERVATION BOARD[1]

Sec. 46-56. Established.

There is established a Eustis Historic Preservation Board in order to carry forward the purposes of the National Historic Preservation Act, as amended in 1980, PL 96-515, and such other purposes as may be created by ordinance or law.

(Ord. No. 95-27, § 1, 9-7-1995)

Sec. 46-57. Membership.

(a) The board shall consist of five members and one alternate. In any meeting, where the development services division determines that a board member will not be present for a meeting, the alternate will be called. Of the first members appointed, three shall be appointed for two years and two shall be appointed for three years, but thereafter all appointments shall be for three years or until their successors are qualified and appointed. Each member of the board shall be a resident of the city during his or her entire term. A member of the board may be removed during his or her term by the city commission.

(b) To meet the requirements of the certified local government program, as provided in the National Historic Preservation Act, as amended in 1980, PL 96-515, and to carry out its responsibilities under this chapter, the membership of the board shall include, to the extent available, three persons who are educated or who practice in one of the disciplines of architecture, history, architectural history, planning, archaeology or related disciplines. Whenever an individual is nominated to the board, the city commission shall consider the professional qualifications of the individual to ensure that the requirements of the certified local government program are met. Members of the board shall be appointed by the city commission. When a vacancy occurs on the board, it shall be filled as quickly as possible with due consideration to the qualifications of any candidate. Whenever possible, no position shall remain unfilled on the board for a period exceeding 60 days.

(Ord. No. 95-27, § 2, 9-7-1995; Ord. No. 01-17, § 2, 6-21-2001; Ord. No. 17-12 , § 1(Exh. A), 10-5-2017)

[1]Cross reference(s)—Administration, ch. 2.

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(b) To meet the requirements of the certified local government program, as provided in the National Historic Preservation Act, as amended in 1980, PL 96-515, and to carry out its responsibilities under this chapter, the membership of the board shall include, to the extent available, three persons who are educated or who practice in one of the disciplines of architecture, history, architectural history, planning, archaeology or related disciplines. Whenever an individual is nominated to the board, the city commission shall consider the professional qualifications of the individual to ensure that the requirements of the certified local government program are met. Members of the board shall be appointed by the city commission. When a vacancy occurs on the board, it shall be filled as quickly as possible with due consideration to the qualifications of any candidate. Whenever possible, no position shall remain unfilled on the board for a period exceeding 60 days.

(Ord. No. 95-27, § 2, 9-7-1995; Ord. No. 01-17, § 2, 6-21-2001; Ord. No. 17-12 , § 1(Exh. A), 10-5-2017)

Sec. 46-58. Organization.

(a) The board shall annually elect a chairperson, vice-chairperson, and a secretary from among its members. The officers shall have such duties of chairing the meetings and other responsibilities as are assigned to them by the rules of the board.

(b) The board may, from time to time, authorize the establishment of task forces to carry out specialized and detailed projects, such as advocating for a historic district designation or local landmark designation; any task force may include Eustis citizens who are not members of the board.

(c) The development services division shall furnish the board with administrative support, including fiscal support, subject to budgetary approval by the city commission.

[1]Cross reference(s)—Administration, ch. 2.

(Ord. No. 95-27, § 6, 9-7-1995; Ord. No. 01-17, § 3, 6-21-2001; Ord. No. 17-12 , § 1(Exh. A), 10-5-2017)

Sec. 46-59. Reporting.

The board shall annually make a report to the city commission of its activities.

(Ord. No. 95-27, § 19, 9-7-1995)

Sec. 46-60. Powers and duties.

The board shall have the following powers and duties, which shall be complementary to and carried out in accordance with the responsibility of the state historic preservation officer as described in 36 CFR 61.4(b), as may be amended:

(1) To meet at regular intervals, but not less than four times per year;

(2) To conduct an ongoing survey and inventory of historic buildings, areas and archaeological sites in the city, which shall be compatible with the state master site file, and to plan for their preservation; copies of the final works products of such survey and inventory shall be forwarded to the state preservation office;

(3) To identify potential landmarks and potential landmark sites and to make recommendations to the city commission as to whether those potential landmarks and landmark sites should be officially designated as landmarks and landmark sites;

(4) To recommend that the city commission designate specified areas as historic districts and to identify which structures should be considered to be contributing structures;

(5) To maintain and update a detailed inventory of the designated historic districts, landmarks and landmark sites within the city and a detailed inventory of potential landmarks and landmark sites, which inventories shall be open to the public for review;

(6) To develop specific guidelines for the alteration, construction, relocation or removal of designated property;

(7) To promulgate standards for architectural review which are consistent with standards for rehabilitation which have been or may be established by the United States Secretary of the Interior;

(8) To approve or deny applications for certificate of appropriateness for alteration, construction, demolition, relocation or removal of landmarks, landmark sites and property in historic districts;

(9) To work with and advise the federal and state governments and other departments or boards of city government;

(10) To advise and assist property owners and other persons and groups, including neighborhood organizations, on physical and financial aspects of preservation, renovation, rehabilitation and reuse, and to advise and assist property owners in becoming eligible for federal and state tax incentives;

(11) To cooperate with and enlist the assistance of persons, organizations, corporations, foundations and public agencies in matters involving historic preservation, renovation, rehabilitation and reuse;

(12) To initiate plans for the preservation and rehabilitation of individual historic buildings;

(13) To undertake public information programs, including the preparation of publications and the placing of historic markers;

(14) To make recommendations to the city commission concerning the acquisition of or acceptance of development rights, facade easements, the imposition of other restrictions, and the negotiation of historical property contracts for the purposes of historic preservation;

(15) To review buildings which are owned by the city and which are at least 50 years old and considered for surplus by the city to determine their historical or architectural significance prior to sale by the city and to make recommendations concerning the disposition of properties considered to have historical or architectural significance;

(16) To review proposed capital improvement projects of the city and its independent agencies, or their agents or contractors, costing in excess of $50,000.00 in an historic district or affecting a designated landmark or landmark site, such review to be made annually during the city commission's normal budgetary process; and the board shall advise the commission of any concerns or objections that it may have about such projects; however, capital improvement projects for the maintenance of existing facilities are exempted from this requirement;

(17) To conduct public hearings to consider historic preservation issues, the designation of landmarks, landmark sites, and historic districts, applications for certificate of appropriateness, and nominations to the National Register of Historic Places;

(18) To make such rules and regulations as it deems necessary for the administration of ordinances for which it is responsible;

(19) To undertake any other action or activity necessary or appropriate to the implementation of its powers and duties or to the implementation of the purpose of this chapter; and

(20) Subject to city commission approval, to seek professional services and expertise when deemed necessary.

(Ord. No. 95-27, § 3, 9-7-1995)

Sec. 46-61. Review authority.

Upon application by the property owner or his designated agent for the nomination of local property to the National Register of Historic Places, or in extraordinary circumstances, upon application by the city commission for the nomination of local property to the National Register of Historic Places and with respect to the National Register of Historic Places, the board shall have the following authority:

(1) The board shall review all nominations of local property to the National Register of Historic Places pursuant to the regulations established by the state historic preservation officer. The board shall request the mayor or his designee to render written opinions as to whether each property should be nominated to the National Register. Following the notice and hearing requirements contained in this article, and after notifying the applicant and property owner 30 days prior to the public hearing, the board shall review the nomination. The board may seek expert advice while reviewing the nomination, subject to budgetary restrictions of the development services division. The board shall forward to the state historic preservation officer its recommendation on the nomination and the recommendations of the local official.

(2) In the development of the certified local government program, as provided in the National Historic Preservation Act, as amended in 1980, PL 96-515, the city commission may ask the board to perform such other responsibilities as may be delegated to the city from time to time pursuant to the National Historic Preservation Act.

(Ord. No. 95-27, § 4, 9-7-1995)

Sec. 46-62. Public hearings and records.

The board shall promulgate appropriate rules providing for the establishment and maintenance of a record of all board meetings and public hearings. A verbatim transcript of the record is not required, but the board shall establish the record in sufficient degree to disclose the factual basis for its determinations and recommendations. The board shall prepare and maintain for public inspection a written annual report of its historic preservation activities, cases, decisions and qualifications of its members.

(Ord. No. 95-27, § 5, 9-7-1995)

Secs. 46-63—46-90. Reserved.

Sec. 46-266. Historic preservation board review.

The historic preservation board shall review and provide advisory comment and recommendations for development requests including new construction and building facade renovations on properties within the designated area in accordance with the following:

(1) Commercial historic district: All requests.

(2) Central Business District (outside commercial historic district): Only requests requiring waivers to section 115-6.2 (c) of the land development regulations.

(Ord. No. 17-12 , § 1(Exh. A), 10-5-2017)

City of Eustis
P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

TO: EUSTIS CITY COMMISSION

FROM: Tom Carrino, City Manager

DATE: December 9, 2025

RE: Appointment to the Eustis Library Board of Trustees – Member

Introduction:
This item is for City Commission consideration of the reappointment of Gwendolyn Manning to the Eustis Library Board of Trustees.

Background:
The applicant completed a Board Reappointment Form and has expressed an interest in reappointment. If approved, the appointments shall be for a term of five (5) years.

After the process of advertising a position on the Library Board of Trustees, Gwendolyn Manning submitted a Board Reappointment Form indicating a request to seek reappointment. No background check was completed due to the applicant currently serving on the Board. No other persons submitted applications.

Position, Member Name, Term Expiration and Status of Position available:

1. Member, Gwendolyn Manning, Term expiration 12/31/2025 – seeking reappointment

Recommended Action:
Staff recommend consideration of the applicant for reappointment for the Member position below:

1. **Member:** Term 12/31/2025 to 12/31/2030

Prepared By:
Christine Halloran, City Clerk

Reviewed By:
Tom Carrino, City Manager

Attachments:

1. Board Reappointment form – Gwendolyn Manning
2. Library Board of Trustees Roster (as of 12/3/2025)
3. Eustis, FL Code of Ordinances, Chapter 58 - Library

City of Eustis – City Clerk
P. O. Drawer 68
10 North Grove Street
Eustis, Florida 32727

Board Reappointment/Resignation Form

Please check the appropriate box below for the Board which you are seeking reappointment. Then, fill in the remaining information and sign/date below.

- [ ] Code Enforcement Board
- [ ] Historic Preservation Board
- [x] Library Board of Trustees
- [ ] Fire Pension Board
- [ ] Police Pension Board
- [ ] Eustis Housing Authority

- [ ] I no longer wish to serve on the above Board. Effective:
- [x] I request to seek reappointment to the above Board.

Name: Gwendolyn Manning
Address: 715 Liberty Street Eustis, FL
Contact Number: 352-800-4207
Email Address: GMManning@aol.com

Date: 11/10/25
Signature: Gwendolyn M. Manning

Please return completed form to cityclerk@eustis.org. You will be notified when your appointment will be added to an upcoming City Commission Meeting Agenda for consideration.

Chapter 58 LIBRARY[1]

ARTICLE I. IN GENERAL

Secs. 58-1—58-25. Reserved.

ARTICLE II. EUSTIS MEMORIAL PUBLIC LIBRARY[2]

Sec. 58-26. Established.

There shall be established in the city a public library for the use and enjoyment of the citizens and residents of the city, which shall be known as the Eustis Memorial Public Library in memory of the veterans.

(Ord. No. 14-30, § 1, 12-4-2014)

Sec. 58-27. Trustees, how appointed.

There shall be appointed by the city commission five persons, citizens of the city, and these persons and their successors shall be officially known as the "Trustees of the Eustis Memorial Public Library" and shall have a right to adopt and use a common seal. The term of office of each trustee shall be five years from date of the appointment. All vacancies shall be filled by appointment by the city commission for the unexpired term or for new terms. The library trustees shall serve without pay.

(Ord. No. 14-30, § 1, 12-4-2014)

Sec. 58-28. Organization of the board of trustees.

(a) The library trustees shall annually, in the month of January, meet in an organizational meeting to select from among themselves a president, vice-president and a secretary, and shall establish and appoint in the manner prescribed by themselves such committees from their own number as they may deem necessary to carry out the objectives and purposes for which they are appointed. The library trustees shall adopt rules of procedure that will govern the conduct of their meetings for the year. The library trustees shall establish their regularly scheduled meeting times and location, and provide for the method of calling special meetings.

(b) The library trustees shall accept no gift or donation upon any condition that will in any manner tend to impair the public character of the library.

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[1]Cross reference(s)—Administration, ch. 2; streets, sidewalks and certain other public places, ch. 82.

[2]Editor's note(s)—Ord. No. 14-30, § 1, adopted Dec. 4, 2014, repealed Art. II, §§ 58-26—58-31, and enacted a new article as set out herein. Former Art. II pertained to similar subject matter and derived from Code 1959, §§ 14-6—14-10 and 14-13.

(c) The director of library, or in the absence of the director a designee of the director of library, shall provide staff support to the library trustees for the performance of their duties.

(d) All meetings of the library trustees shall have minutes taken, which minutes shall be placed in an official minute book once approved by the trustees, and shall be made available for public inspection.

(e) The board of library trustees shall be further governed and regulated by applicable state law.

(Ord. No. 14-30, § 1, 12-4-2014)

Sec. 58-29. Duties of the trustees.

(a) The board of trustees of the library shall be an advisory board to the city commission, making policy suggestions and recommendations to the city concerning the operations of the library.

(b) The board of trustees of the library shall have the authority to receive and hear complaints concerning the use and operation of the library and to make recommendations to the director of library concerning resolution of legitimate complaints.

(c) The board of trustees of the library shall have the power to review and make recommendations concerning the acceptability, and incorporation into the holdings of the library, of books, video media, and other materials donated or offered as a gift to the library. The board of trustees of the library shall have the power to accept gifts on behalf of the library, such gifts when accepted to become an asset and the property of the city.

(d) The board of trustees of the library shall have the power to adopt rules of procedure for the conduct of their board meetings, and form committees for the carrying out of their duties and/or programs.

(e) The board of trustees of the library shall meet to receive reports on the operations of the library from the director of the library, and to perform the business of the board of trustees. The meetings of the board of trustees of the library shall be open to the public.

(Ord. No. 14-30, § 1, 12-4-2014)

Sec. 58-30. Library use and operation rules.

The library shall maintain, under rules and regulations prescribed by the trustees with concurrence of the city, a library composed of a circulation collection, reading and study areas, public areas, and magazine, newspaper and periodical reading areas, and such other collections or areas as may be recommended and approved by the city in the future.

(Ord. No. 14-30, § 1, 12-4-2014)

Secs. 58-31—58-50. Reserved.

ARTICLE III. IMPACT FEES[3]

[3]Cross reference(s)—Law enforcement impact fees, § 2-256 et seq.; fire prevention and suppression impact fees, § 38-336 et seq.; parks and recreation impact fees, § 66-51 et seq.; water impact fees, § 94-316 et seq.; sewer impact fees, § 94-351 et seq.

Sec. 58-51. Findings.

(a) The city is charged with providing certain levels of library service within its municipal boundaries. The public library is a proper function of the city.

(b) The city prepares, on an annual basis, a five-year capital improvement program for a library system within the city.

(c) In order to maintain current levels of library service, it will be necessary to expand capital facilities and equipment in relation to growth and development within the city.

(d) The imposition of impact fees has been identified as one of the preferred methods of ensuring that development bears a proportionate share of the cost of library capital facilities and equipment necessary to accommodate such development. Allocation of a proportionate share of the capital costs for new development promotes and protects the public health, safety and welfare of the citizens of the city.

(e) Different types of development create different impacts on library service.

(f) The report entitled "City of Eustis Library Impact Fee Update, May 2004," prepared by Tindale-Oliver & Associates and previously submitted to the city commissioners and discussed at public workshops and hearings, sets forth a reasonable methodology and analysis for the determination of the impact of new development on the need for and costs for additional library capital facilities and equipment within the city.

(Ord. No. 91-70, § 1, 12-5-1991; Ord. No. 04-46, § 1, 9-9-2004)

Sec. 58-52. Purpose and imposition.

For the purpose of helping to pay for a portion of the costs of new or expanded library capital facilities and equipment attributable to new construction within the city limits, impact fees are hereby imposed on new construction within the city limits in accordance with the schedule of impact fees set forth in Exhibit "A" and other provisions of this article.

(Ord. No. 91-70, art. 1, § 1, 12-5-1991; Ord. No. 04-46, art. 1, § 1, 9-9-2004)

Editor's note(s)—Exhibit "A," referred to in this section, is not set out in this Code but is on file and available for inspection in the offices of the city.

Sec. 58-53. Applicability.

This article shall apply to all new construction within the city limits except the following:

(1) Remodeling, rebuilding or making additions to a residential structure that does not add additional bedroom(s);

(2) Construction of any public-purpose structure by the city or any agency, subdivision or instrumentality thereof; and construction of any other public-purpose structure by federal, state, or other local government with legislative exemption from such impact fee;

(3) Construction under any valid building permit issued prior to the effective date of the ordinance from which this article is derived; and

(4) Construction of accessory buildings not containing bedrooms.

(Ord. No. 91-70, art. 1, § 2, 12-5-1991; Ord. No. 04-46, art. 1, § 2, 9-9-2004)

Sec. 58-54. Review of fee amounts.

Library impact fees shall be reviewed and updated at least every five years in accordance with an analysis of the demand for services, the cost of any expanded or new capital facilities and equipment for library services and the money, other than impact fee revenues, otherwise available to meet such costs. The city commission may annually adjust the established impact fee rates to reflect changes in the costs of relevant capital facilities and equipment. All changes or adjustment in to the established impact fee rates shall be made by ordinance or resolution after advertising and public hearings and shall apply to construction for which building permits are issued after the effective date of such ordinance.

(Ord. No. 91-70, art. 1, § 3, 12-5-1991; Ord. No. 04-46, art. 1, § 3, 9-9-2004)

Sec. 58-55. Rates.

(a) *Rates.* The library impact fee rates to be applied to each new development building permit are contained in Exhibit "A," City of Eustis Library Impact Fee Schedule.

(b) *Mixed uses.* If a building permit is requested for mixed uses, then the library impact fee shall be determined by using the impact fee schedule contained in Exhibit "A" to calculate the impact fee due for each use specified on the building permit.

(c) *Unspecified use.* It is the intent that all development requiring building permit(s) shall pay an appropriate library impact fee. If the type of development activity requiring a building permit is not specified in the impact fee schedule contained in Exhibit "A," the city manager, or his designate, shall assign the fee applicable to the most nearly comparable use or uses on in the fee schedule contained in Exhibit "A."

(d) *Change of use or density.* In the case of a change of use or density which requires a building permit, the library impact fee shall be based on the net increase of the fee, if any, for the new land use as compared with the previous land use.

(Ord. No. 91-70, art. 1, § 4, 12-5-1991; Ord. No. 04-46, art. 1, § 4, 9-9-2004)

Editor's note(s)—Exhibit "A," referred to in this section, is not set out in this Code but is on file and available for inspection in the offices of the city.

Sec. 58-56. City of Eustis Library Capital Expansion Trust Fund.

(a) *Created.* The City of Eustis Library Capital Expansion Trust Fund is hereby created.

(b) *Deposit of fees.* All library impact fees collected by the city shall be separately accounted for and shall be deposited only in the City of Eustis Library Capital Expansion Impact Fee Trust Fund.

(c) *Use of funds.* Amounts in the City of Eustis Library Capital Expansion Trust Fund shall be used only for the purpose of such fund and for no other purpose. Expenditures may not be used for operations or maintenance. Expenditures from the fund shall be specifically approved by the city commission and shall be limited to the expansion or acquisition of capital facilities or equipment made necessary by the new development construction from which the fees were collected or for principal payments (including sinking fund payments) on bonds to expand or acquire such facilities or equipment. Before authorizing an expenditure from this trust fund, the city commission shall determine that:

  (1) Such expenditure is for capital facilities or equipment to be used for the purpose of the trust fund;

  (2) Such expenditure is made necessary by the new residential development construction from which such funds were collected; and

(3) Such expenditure will result in a substantial benefit to the new residential development construction from which said funds were collected.

(Ord. No. 91-70, art. 1, § 5, 12-5-1991; Ord. No. 04-46, art. 1, § 5, 9-9-2004)

Sec. 58-57. Capital expansion plans.

The city commission shall prepare and maintain a capital expansion plan for the City of Eustis Library Capital Expansion Trust Fund. These plans shall be reviewed at least annually during the budget review process.

(Ord. No. 91-70, art. 1, § 6, 12-5-1991; Ord. No. 04-46, art. 1, § 6, 9-9-2004)

Sec. 58-58. Time of payment; remedies for nonpayment.

Library impact fees shall be due and payable at the time of issuance by the city building department of a building permit or mobile home tie-down permit. No building permit or mobile home tie-down permit shall be issued until all applicable parks and recreation impact fees have been received by the city.

(Ord. No. 91-70, art. 1, § 7, 12-5-1991; Ord. No. 04-46, art. 1, § 7, 9-9-2004)

Sec. 58-59. Refund of fees paid.

(a) If a building permit or mobile home tie-down permit expires prior to the completion of the new development project, then the fee payer, or his heirs, successors or assigns, may request a refund, less an administrative fee equal to five percent of the total fee. Such refund must be requested within 60 days after expiration of the building permit or mobile home permit.

(b) If the library impact fees have not been spent or encumbered by the end of the calendar quarter encompassing the six-year anniversary of the date the library impact fees were paid to the city, then upon receipt of a written request for a refund from the current landowner, the city will issue a refund, including interest at the city's average pooled cash investment interest rate, to the current landowner.

(Ord. No. 04-46, art. 1, § 8, 9-9-2004)

Eustis Memorial Library Board of Trustees
Membership Roster

Kelly Fialkowski
4051 Brookshire Circle, Eustis FL 32732
Cell- 352-217-8872
kmfialkowski@gmail.com
Ex. 2027
Appointment: 12/13/2022
Term:12/13/2022 to 12/31/2027
Exp. 2027

Betsy Dokken
3312 Indian Trail, Eustis, Florida 32726
Email: dokkenbetsy@gmail.com
Ex. 2028
Appointment: 2/03/2022 (partial term)
Term Expiration: 12/31/2023
Term: 2/15/2024 to 2/15/2029
Exp. 2029

Gwendolyn Manning
715 Liberty Street, Eustis, Florida 32726
Cell: 352-800-4207
Email: GMManning@aol.com
Exp. 2025
Reappointment: 12/03/2020
Term: 12/3/2020 to 12/31/2025

Vivian Carla Miller Mitchell
810 Liberty Circle, Eustis, Florida 32726
Home: 352-589-6448
Cell: 352-988-8878
Email: Vmitchell1943@hotmail.com
Ex. 2028
Reappointment: 2/21/2019
Term Expiration: 12/31/2023
Proposed Reappointment: 2/15/2024
Term: 2/15/2024 to 2/15/2029
Exp. 2029

Carole Martin
19039 Park Place Blvd., Eustis, Florida 32726
Cell: 407-415-8824
Email: cjm400@aol.com
Exp. 2028
Appointment: 6/20/2019
Term Expiration: 12/31/2023
Proposed Reappointment: 2/15/2024
Term: 2/15/2024 to 2/15/2029
Exp. 2029

Members: 5 full members

Term: 5 years (from date of appointment)

Vacancies: "…shall be filled by appointment by the city commission for the unexpired term or for new terms." [Code Sec. 58-27. – Trustees, how appointed.]

Meetings: 4th Tuesday of January, April and July at 4:30 p.m.

Location: Eustis Memorial Library Conference Room, 120 North Center Street, Eustis, FL

City of Eustis
P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

TO: EUSTIS CITY COMMISSION

FROM: TOM CARRINO, CITY MANAGER

DATE: DECEMBER 9, 2025

RE: RESOLUTION NUMBER 25-99: APPROVAL FOR AMENDING THE FY 2025/26 ADOPTED BUDGET FOR THE GENERAL FUND (001) AND GOVERNMENTAL GRANTS FUND (018) TO RECOGNIZE AWARD/RECEIPT OF FY 2025/26 GRANTS/DONATIONS

Background:

Occasionally the City is awarded grants or given donations. Oftentimes, these amounts are either unknown or unexpected at the time the annual budget is adopted.

On September 23, 2025, the City received $15,000 from Duke Energy in support of the City's Eustis in Bloom initiative. These funds were deposited in FY 2024/25 for use in FY 2025/26. This amendment provides for the mechanism to move the funds received in one fiscal year to be used the next fiscal year.

Upon approval, the General Fund FY 2025/26 Adopted Budget will be amended as follows:

Eustis in Bloom	
001-0000-369-30-05 – Revenue	$15,000
001-8600-581-94-33 - Expense	$15,000

On November 6, 2025, the Commission approved the award of two Justice Assistance Grants – JAG-D and JAG-C. This resolution approves the recognition of these grants in the FY 2025/26 Adopted Budget.

The Jag-D grant is a Justice Assistance Grant awarded directly to the City. This grant award is for $3,814 and is to be used by EPD for the purchase of Ballistic Plate Carriers.

The JAG-C grant is a Justice Assistance Grant awarded to the City via Lake County. This grant award is for $4,948 and is to be used by EPD for the purchase of Lighted Traffic Vests.

Upon approval, the General Governmental Grants Fund FY 2025/26 Adopted Budget will be amended as follows:

JAG – D - Ballistic Plate Carriers	
018-0000-334-20-09 – Revenue	$ 3,814
018-2180-521-60-09 – Expense	$ 3,814
JAG – C – Lighted Traffic Vests	
018-0000-334-20-08 – Revenue	$ 4,948
018-2180-521-60-08 – Expense	$ 4,948

Recommended Action:
Staff recommends approval of Resolution Number 25-99.

Budget and Staff Impact:
This request for approval is for an equal amount of revenues and expenditure. Approval of this budget amendment will have no net impact on the FY 2025/26 Adopted Budget.

Prepared by:
Lori Carr, Finance Director

Reviewed by:
Mari Leisen, Deputy Finance Director

Attachment:
Budget Amendment Form

RESOLUTION NUMBER 25-99

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA; AMENDING THE BUDGET FOR FISCAL YEAR 2025/26 FOR THE GENERAL FUND AND GOVERNMENTAL GRANTS FUNDS TO ACCOUNT FOR GRANTS/DONATIONS AWARDED/RECEIVED IN FY 2025/26; REPEALING ALL RESOLUTIONS OR PARTS OF RESOLUTIONS IN CONFLICT HEREWITH; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Eustis, has been awarded two Justice Assistance Grants (JAG) from the Department of Justice in the amounts of $3,814 (JAG-D) and $4,947.75 (JAG-C), respectively; and

WHEREAS, the City of Eustis has received $15,000 from Duke Energy in support of the Eustis in Bloom initiative, and

WHEREAS, there are no match requirement for any of these funds; and

WHEREAS, it is in the best interest of the City to amend the budget for the General Fund (001) and the Governmental Grants Fund (018); and

WHEREAS, the General Fund (001) FY 2025/26 Adopted Budget will be amended as follows:

Eustis in Bloom	
001-0000-369-30-05 – Revenue	$15,000
001-8600-581-94-33 - Expense	$15,000

WHEREAS, the Governmental Grants Fund (018) FY 2025/26 Adopted Budget will be amended as follows:

JAG – D - Ballistic Plate Carriers	
018-0000-334-20-09 – Revenue	$ 3,814
018-2180-521-60-09 – Expense	$ 3,814
JAG – C – Lighted Traffic Vests	
018-0000-334-20-08 – Revenue	$ 4,948
018-2180-521-60-08 – Expense	$ 4,948

NOW, THEREFORE, BE IT RESOLVED, by the City Commission of the City of Eustis, Lake County. Florida, as follows:

Section 1

That the FY 2025/26 Adopted Budgets for the General Fund and Governmental Grants Fund are amended to recognize equal amounts of revenue and expenditures for grants/donations awarded/received in FY 2025/26, for a net budgetary impact of zero .

Section 2

That the Finance Director of the City of Eustis is hereby authorized to amend the FY 2025/26 Adopted Budgets for the General Fund and the Governmental Grants Fund.

Section 3

That this Resolution shall take effect immediately upon its adoption.

DONE AND RESOLVED this 9th of December 2025 in regular session of the City Commission of the City of Eustis, Lake County, Florida.

CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA

_____
Willie L. Hawkins
Mayor/Commissioner

ATTEST:

_____
Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

STATE OF FLORIDA
COUNTY OF LAKE

The foregoing instrument was acknowledged before me, by means of physical presence, this 9th day of December 2025, by Willie L. Hawkins, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

_____
Notary Public - State of Florida
My Commission Expires:
Notary Serial No:

CITY ATTORNEY'S OFFICE

This document is approved as to form and legal content for use and reliance of the City Commission of the City of Eustis, Florida.

_____ _____

City Attorney's Office Date

CERTIFICATE OF POSTING

The foregoing Resolution Number 25-99 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Parks & Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

_____

Christine Halloran, City Clerk

City of Eustis
P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

TO: Eustis City Commission

FROM: Tom Carrino, City Manager

DATE: December 9, 2025

RE: Resolution Number 25-101: Adoption of Public Records Exemption Request Form and Administrative Procedures

Introduction

Florida Senate Bill 268 (2025) and Section 119.071(4)(d), Florida Statutes, expand public records exemptions for elected officials, government employees, and their family members. These changes allow individuals to request redaction of specific personal information, including home addresses (with partial address rules for elected officials), personal telephone numbers, dates of birth, photographs, and information related to spouses and children.

To ensure compliance with state law and provide consistent processing of exemption requests, staff has developed a Public Records Exemption Request Form, Appendix A – Plain Language Guide to Exemptions, and Administrative Guidance and Quick Reference Checklist for the City Clerk's Office.

Background

Section 119.071(4)(d), Florida Statutes, provides numerous categories of public officers and employees whose personal information is exempt from disclosure. SB 268 (2025) expanded these protections—most notably clarifying the rules for elected officials, including partial address redaction and limitations on disclosure of personal telephone numbers unless voluntarily authorized.

The City of Eustis must maintain uniform procedures to process exemption requests, protect confidential information, and ensure disclosure of municipal contact numbers where required. A standardized form and guidance will ensure compliance, consistency, and transparency.

Recommendation

Staff recommends the City Commission adopt Resolution 25-101, thereby approving and implementing:

1. The Public Records Exemption Request Form;
2. Appendix A – Plain-Language Guide to Exemptions; and
3. The City Clerk's Office Administrative Guidance and Quick Reference Checklist.

Fiscal Impact

Minimal. Any printing or administrative processing costs can be absorbed within current Clerk Office resources.

Business Impact Estimate
Not Applicable.

Attachments
Resolution Number 25-101
Public Records Exemption Request Form, Appendix A, and Administrative Guidance

Prepared By
Sasha Garcia, City Attorney

Reviewed By
Tom Carrino, City Manager

RESOLUTION NUMBER 25-101

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA, APPROVING AND ADOPTING A PUBLIC RECORDS EXEMPTION REQUEST FORM AND ADMINISTRATIVE PROCEDURES PURSUANT TO SECTION 119.071(4)(d), FLORIDA STATUTES, AND SENATE BILL 268 (2025), TO PROTECT CERTAIN PERSONAL INFORMATION OF ELECTED OFFICIALS, EMPLOYEES, AND THEIR FAMILY MEMBERS; PROVIDING FOR IMPLEMENTATION; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Section 119.071(4)(d), Florida Statutes, as amended by Senate Bill 268 (2025), expands public records exemptions applicable to elected officials, government employees, and specified family members, including provisions related to partial address redaction for elected officials and protection of personal telephone numbers, dates of birth, photographs, and related identifying information; and

WHEREAS, the City of Eustis recognizes its duty to comply with Chapter 119, Florida Statutes, while also safeguarding the safety and privacy of covered officials, employees, and their families consistent with the statutory framework; and

WHEREAS, Senate Bill 268 (2025) further clarifies the obligations of municipalities by requiring that certain municipal contact information remain publicly available while allowing protection of personal information; and

WHEREAS, the City has prepared a standardized Public Records Exemption Request Form, together with Appendix A – Plain-Language Guide to Exemptions and the City Clerk's Office Administrative Guidance and Quick Reference Checklist, to ensure consistent, accurate, and lawful processing of exemption requests; and

WHEREAS, the City Commission finds that adopting the form and administrative procedures promotes transparency, compliance, consistency, and public safety.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA:

Section 1. Findings. The above recitals are true and correct and are incorporated herein as findings of the City Commission.

Section 2. Adoption of Form and Procedures. The City Commission hereby approves and adopts the Public Records Exemption Request Form, the Appendix A – Plain-Language Guide to Exemptions, and the City Clerk's Office Administrative Guidance and Quick Reference Checklist, collectively attached hereto as Exhibit A, for use in processing requests for public records exemptions under Section 119.071(4)(d), Florida Statutes, and SB 268 (2025).

Section 3. Implementation. The City Clerk is authorized and directed to implement the form and procedures immediately, to make the form available to all qualifying individuals, and to maintain an accurate record of exemption authorizations and revocations, including any voluntary authorizations by elected officials for public release of personal telephone numbers.

Section 4. Administrative Authority. The City Clerk is authorized to revise and update all forms, instructions, administrative procedures, and appendices adopted in this Resolution as necessary to ensure continued compliance with state law, improve clarity, or implement ministerial or formatting changes, without further action by the City Commission. However, any substantive change that alters the rights, obligations, eligibility criteria, scope of exempt information, or statutory interpretation reflected in the adopted materials shall require prior review and written approval by the City Attorney. Ministerial, grammatical, formatting, and procedural updates may be made at the discretion of the City Clerk.

Section 5. Conflicts. All resolutions or parts of resolutions in conflict with this Resolution are hereby repealed to the extent of such conflict.

Section 6. Severability. If any section, subsection, sentence, clause, or provision of this Resolution is held invalid, the remainder shall continue in full force and effect.

Section 7. Effective Date. This Resolution take effect immediately upon adoption.

PASSED, ORDAINED, AND ADOPTED in Regular Session of the City Commission of the City of Eustis, Florida, this 9th day of December 2025.

CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA

_____
Willie L. Hawkins
Mayor/Commissioner

ATTEST:

_____
Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

STATE OF FLORIDA
COUNTY OF LAKE

The foregoing instrument was acknowledged before me, by means of physical presence, this 9th day of December 2025 by Willie L. Hawkins, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

_____
Notary Public - State of Florida
My Commission Expires:
Notary Serial Number:

CITY ATTORNEY'S OFFICE

This document is approved as to form and legal content for reliance and use by the Eustis City Commission.

_____ _____
City Attorney's Office Date

CERTIFICATE OF POSTING

The foregoing Resolution Number 25-101 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

_____
Christine Halloran, City Clerk

City of Eustis
P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

PUBLIC RECORDS EXEMPTION REQUEST FORM

(Pursuant to §119.071(4)(d), Florida Statutes & SB 268 (2025)

Part I – Requestor Information

This form may be completed by the qualifying officer/employee, their spouse, adult child, or a parent/guardian on behalf of a minor child.

Name of Requestor: _____

Relationship to Qualifying Individual: (*check one*)

☐ Self (Officer/Employee) ☐ Spouse ☐ Adult Child ☐ Parent/Guardian of Minor Child

Phone Number: _____

Email Address: _____

Mailing Address: _____

_____

Part II – Qualifying Individual Information

Identify the public officer/employee whose information is protected under Florida law.

Name of Qualifying Individual: _____

Position/Title: _____

City Department: _____

Part III – Information Requested to Be Exempt

Pursuant to § 119.071(4)(d), Fla. Stat., I request exemption from public records disclosure for the following information (check all that apply):

☐ Home Address(es)

• *Elected Officials:* Only the *street address* is exempt; city and ZIP code remain public.
• *Minor Children:* Full addresses may be exempt.

☐ Personal Telephone Numbers (home, personal cellular, or private devices)
☐ Dates of Birth
☐ Photographs
☐ Place of Employment of Spouse/Child(ren)
☐ Names and Locations of Schools/Daycares of Child(ren)
☐ Other (specify): _____

Important Note on Telephone Numbers

- Personal numbers (home phones and personal cell phones) are eligible for exemption.
- Municipally assigned numbers (phones provided and paid for by the City of Eustis) are not eligible for exemption and will remain available for public contact unless otherwise authorized by law.
- If an elected official does not have a municipal number and chooses to provide a personal number for constituent communication, that number will remain subject to disclosure for public access only if the official expressly authorizes its release in writing.

Part IV – (Elected Officials Only) Optional Authorization for Release of Personal Telephone Number

I, _____, an elected official of the City of Eustis, hereby authorize the City Clerk to release the following personal telephone number for constituent communication:

Authorized Number: _____

Please initial the following:

_____ I understand this number becomes subject to disclosure under Chapter 119 once released.

_____ I may revoke this authorization at any time. Revocation is effective upon receipt by the City Clerk.

Signature: _____

Date: _____

Part V – Statutory Exemption Category

Select the statutory category that applies to the qualifying individual (see Appendix A for guidance):

- ☐ Elected Officials (Congressional, State, Local)
- ☐ Police Chief/ Law Enforcement / Investigators
- ☐ Fire Chief/ Firefighters / EMTs / Paramedics
- ☐ Magistrates / Hearing Officers
- ☐ Local Government Attorneys / Code Enforcement Officers / HR Officials
- ☐ Other (specify statute & role): _____

Part VI – Attestation & Notarization

I hereby swear or affirm under oath that:

1. I qualify for the public records exemption under § 119.071(4)(d), Fla. Stat., or am authorized to act on behalf of a qualifying family member.
2. The information provided is true and correct.
3. I request that the specified information be maintained as exempt and confidential to the fullest extent of the law.
4. I understand that this exemption applies to both existing records and future records unless revoked in writing.

Signature of Requestor: _____

Date: _____

STATE OF FLORIDA
COUNTY OF LAKE

Sworn to (or affirmed) and subscribed before me by means of ☐ physical presence or ☐ online notarization this ____ day of _____, 20__.

Notary Public Name: _____
Signature of Notary: _____
☐ Personally Known ☐ Produced Identification: _____

Part VII – For City Use Only (City of Eustis Clerk's Office)

- Date Received: _____
- Received By: _____
- Department Notified: _____
- Date Entered into Records System: _____

Additional Notes:

Appendix A – Plain-Language Guide to Exemptions

(*See § 119.071(4)(d), Fla. Stat. for full statutory text.*)

1. Elected Officials

- **Who's Covered:** Congressional members and state or local elected officers.
- **What's Protected:** Street address (but city and ZIP code remain public), personal telephone numbers, and dates of birth for the official, spouse, and adult child(ren). Municipal phone numbers remain public unless otherwise provided by law.
- **Family Coverage:** For minor child(ren), names, dates of birth, and school/daycare names and locations.

2. Law Enforcement & Investigative Personnel

- **Who's Covered:** Sworn and civilian law enforcement personnel (active or former), Police Chief, Deputy Police Chiefs, Captains, and any law enforcement personnel with sworn status, correctional and probation officers, Department of Children & Families investigators, Department of Financial Services fraud investigators, and Office of Financial Regulation investigators.
- **What's Protected:** Home addresses, personal telephone numbers, dates of birth, and photographs.
- **Family Coverage:** Names, home addresses, personal phone numbers, dates of birth, places of employment, and school/daycare locations of spouses and child(ren).

3. Firefighters / Emergency Medical Personnel

- **Who's Covered:** Certified firefighters, emergency medical technicians (EMTs), and paramedics. This exemption includes Fire Chiefs and fire command staff who meet firefighter certification requirements under §633.408.
- **What's Protected:** Home addresses, personal phone numbers, dates of birth, and photographs.
- **Family Coverage:** Names, home addresses, personal phone numbers, dates of birth, places of employment, and school/daycare locations of spouses and child(ren).

4. Local Government Officials

- **Who's Covered:** County and city attorneys (including assistants and deputies), human resources directors and managers, and code enforcement officers.
- **What's Protected:** Home addresses, personal phone numbers, dates of birth, and photographs.
- **Family Coverage:** Names, addresses, personal phone numbers, dates of birth, places of employment, and school/daycare locations of spouses and child(ren).

5. Other Public Safety & Oversight Roles

- **Who's Covered:** Includes inspectors general, internal auditors, DBPR investigators, juvenile justice officers, domestic violence advocates, child advocacy staff, addiction treatment facility staff, Department of Health inspectors, guardians ad litem, and military personnel
- **What's Protected:** Home addresses, personal phone numbers, dates of birth, and photographs.
- **Family Coverage:** Names, addresses, personal phone numbers, dates of birth, places of employment, and school/daycare locations of spouses and child(ren).

Administrative Guidance for City Clerk's Office

1. **Receipt and Processing:** All exemption forms must be date-stamped, logged, and entered into the City's records system upon receipt.

2. **Verification:** Confirm that the requestor qualifies (self, spouse, adult child, or guardian of minor child). Verify notarization.

3. **Telephone Numbers:**
   - Personal numbers marked for redaction must be withheld from disclosure.
   - Municipal-assigned numbers must remain public unless statute provides otherwise.
   - If an elected official provides written authorization in Part IV, release only the number expressly listed. Retain authorization on file.
   - Revocations of authorization must be submitted in writing, date-stamped, and processed within 3 business days of receipt. Update records immediately to ensure revoked numbers are no longer released.

4. **Partial Address for Elected Officials:** Redact street addresses but leave city and ZIP code visible.

5. **Interdepartmental Notification:** Notify relevant City departments (e.g., IT, HR, Police, Code Enforcement) of approved exemptions for data redaction across systems.

6. **Retention:** Maintain forms and authorizations as permanent records in the City Clerk's secure file system, consistent with Florida public records retention schedules.

Clerk's Quick Reference Checklist

Step 1 – Intake
☐ Date-stamp and log the form.
☐ Verify that all required sections are complete.
☐ Confirm notarization is present.

Step 2 – Verify Eligibility
☐ Confirm the requestor is the official, spouse, adult child, or guardian of minor child.
☐ Confirm the qualifying individual falls within an exemption category in Appendix A.

Step 3 – Review Redactions Requested
☐ Home address (street only for elected officials).
☐ Personal telephone numbers (not municipal).
☐ Dates of birth.
☐ Photographs.
☐ Spouse/child employment or school/daycare info.
☐ Other items listed.

Step 4 – Telephone Numbers
☐ Withhold personal numbers.
☐ Leave municipal numbers public.
☐ If elected official authorizes release of personal number → keep written authorization on file.
☐ If revocation received → update records within 3 business days.

Step 5 – Address Rules
☐ Fully redact for covered employees.
☐ For elected officials, redact only street address (leave city and ZIP).

Step 6 – Interdepartmental Notification
☐ Send notice of approved exemptions to IT, HR, Police, Code Enforcement, or other relevant departments.

Step 7 – Records Retention
☐ File forms and authorizations in secure Clerk's Office system.
☐ Maintain according to Florida retention schedule.

NOTE: This appendix and checklist are simplified guides. Always consult the Florida Statutes or City Attorney if questions arise.

City of Eustis
P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

TO: Eustis City Commission

FROM: Tom Carrino, City Manager

DATE: December 9, 2025

RE: Resolution Number 25-102: Adoption of a Public Records Search Certification Form (Personal Devices/Accounts)

Introduction

On November 6, 2025, staff requested Commission direction to proceed with adoption of a standardized Public Records Search Certification Form and related internal procedures to document compliance with Florida's Public Records Law when responding to public records requests involving personal devices or personal accounts used for City business.

The form establishes a consistent, documented certification process to ensure that officials and employees complete a good-faith, diligent search, as required under Chapter 119, Florida Statutes, and related case law.

Background

Florida's Constitution (Art. I, §24(a)) and Chapter 119, Florida Statutes, establish a broad public right of access to government records. These requirements apply to any record "made or received in connection with official business," regardless of the device, account, or format used.

Recent case, including *Raydient LLC v. Nassau County* (Fla. 1st DCA 2022)emphasizes that agencies must:

1. Conduct and document reasonable, diligent searches for responsive records;
2. Avoid exclusive reliance on informal or undocumented self-searches; and
3. Preserve, and not delete, electronic communications that may constitute public records.

The proposed certification form formalizes the documentation needed to demonstrate the City's compliance and good-faith efforts, protecting both the organization and the individual employee or official.

Purpose and Intent

The Certification of Public Records Search form will:

- Require officials and employees to certify that they performed a good-faith search of personal devices/accounts used for City business;
- Document whether responsive records were located and whether they were provided to the City Clerk;
- Make clear that the Clerk—not the employee—determines whether any records are exempt or subject to disclosure;

- Clarify that records of official business may not be deleted until retention requirements (e.g., GS1-SL) are met; and
- Serve as part of the permanent public records request file to demonstrate compliance with statutory obligations.
- This form enhances transparency, consistency, and legal defensibility, particularly where personal devices or platforms are involved. It also reduces risk associated with metadata disputes by ensuring the City receives the record in its original or native format when practical.

Recommendation

Staff recommends that the City Commission adopt Resolution 25-102 thereby:

1. Implementing administrative procedures requiring its use whenever personal devices/accounts are reasonably implicated in a records request; and
2. Approving the attached Certification of Public Records Search form for City use.

Fiscal Impact

No significant fiscal impact is anticipated. Administration will be handled using existing City Clerk and IT resources.

Public Benefit

This process strengthens public trust, ensures compliance with Florida's Public Records Law, and protects both the City and its employees from inadvertent violations.

Business Impact Estimate

Not Applicable.

Attachments

Resolution Number 25-102

Certification of Public Records Search Form

Prepared By

Sasha Garcia, City Attorney

Reviewed By

Tom Carrino, City Manager

RESOLUTION NUMBER 25-102

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA, ADOPTING A STANDARDIZED PUBLIC RECORDS SEARCH CERTIFICATION FORM FOR USE IN RESPONDING TO PUBLIC RECORDS REQUESTS THAT MAY INVOLVE PERSONAL DEVICES OR PERSONAL ACCOUNTS; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Article I, Section 24 of the Florida Constitution and Chapter 119, Florida Statutes, guarantee the public's right of access to public records; and

WHEREAS, Florida law requires the City to conduct a good-faith, diligent search for all responsive public records, including those that may reside on personal devices or personal accounts used for official City business; and

WHEREAS, Florida courts including *Raydient LLC v. Nassau County*, 343 So. 3d 1262 (Fla. 1st DCA 2022), have emphasized the need for agencies to document such searches and avoid reliance on undocumented or informal self-searches; and

WHEREAS, the City Commission finds that adopting a standardized Public Records Search Certification Form will promote consistency, transparency, and legal compliance with Florida's Public Records Law; and

WHEREAS, the Commission desires to adopt the form attached hereto as Exhibit A.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA:

Section 1. Adoption. The Certification of Public Records Search Form attached hereto as Exhibit A is hereby adopted as the official form to be used whenever a public records request reasonably implicates personal devices or personal accounts used for City business.

Section 2. Implementation. The City Clerk is authorized to establish internal administrative procedures to ensure the form's consistent use and retention, and to update the form as necessary for legal compliance.

Section 3. Effective Date. This Resolution take effect immediately upon adoption.

PASSED, ORDAINED, AND ADOPTED in Regular Session of the City Commission of the City of Eustis, Florida, this 9th day of December 2025.

CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA

_____
Willie L. Hawkins
Mayor/Commissioner

ATTEST:

_____
Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

STATE OF FLORIDA
COUNTY OF LAKE

The foregoing instrument was acknowledged before me, by means of physical presence, this 9th day of December 2025 by Willie L. Hawkins, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

_____
Notary Public - State of Florida
My Commission Expires:
Notary Serial Number:

CITY ATTORNEY'S OFFICE

This document is approved as to form and legal content for reliance and use by the Eustis City Commission.

_____ _____
City Attorney's Office Date

CERTIFICATE OF POSTING

The foregoing Resolution Number 25-102 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

_____
Christine Halloran, City Clerk

EXHIBIT A

City of Eustis
P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

Certification of Public Records Search

Pursuant to Chapter 119, Florida Statutes

Public Records Request Number (PRR#): _____
Requester Name (if known): _____
Date Request Received: _____
Subject of Request: _____
Search Dates/Scope: _____
Copy of Request Provided to Requestee? Yes ☐ No ☐
Date Provided: _____
Requestee Name: _____

CERTIFICATION

I, the undersigned Requestee, hereby certify the following in response to the above-referenced public records request:

1. I conducted a good-faith, diligent search of all personal communication devices and personal accounts that may have been used for official City business, including but not limited to mobile phones, tablets, email accounts, social media forums and messaging applications.

2. Search Results: [*select one*]

   ☐ *No responsive records located.* I found no records related to official City business that are responsive to this request.

   ☐ *Responsive records located.* I located one or more public records that may relate to official City business, and I have transmitted copies of such records to the City Clerk for review, retention and potential production.

3. I understand that any record "made or received in connection with official City business," regardless of device or account used, may constitute a public record under Florida law and is subject to disclosure unless an exemption applies.

4. I acknowledge that I may not delete any record related to official City business until the City Clerk confirms that retention requirements under applicable State schedules (e.g., GS1-SL) have been met.

5. I understand that this certification does not authorize the City to access my personal device. I am solely responsible for conducting the search and providing responsive public records to the Clerk.

6. I affirm that the information provided herein is true and correct to the best of my knowledge.

Requestee Signature: _____
Printed Name: _____
Date: _____

City of Eustis
P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

TO: EUSTIS CITY COMMISSION

FROM: Tom Carrino, City Manager

DATE: December 9, 2025

RE: Resolution Number 25-103: Approving a Purchase in Excess of $100,000 for a Public Utilities Replacement Forklift

Introduction:
Resolution Number 25-103 approves an expenditure in excess of $100,000 for a replacement forklift that is essential to daily operations in the Public Utilities department and authorizes the City Manager to execute all agreements associated with the purchase.

Background:
The approved fiscal year 2025-2026 Capital Improvement Plan Budget includes funds for the purchase of a replacement forklift for Public Utilities. The forklift is used between water distribution, collections, treatment, and lift stations for various needs during both daily and specialized operations. The new forklift is scheduled to replace an unreliable, timeworn forklift that has become costly to maintain and no longer meets the increased demand of the Public Utilities Department.

The forklift was chosen from a provided list of manufacturers/models. Pricing was quoted per a Sourcewell contract. The forklift is to be purchased through Bobcat and the Sourcewell Contract.

Recommended Action:
Staff recommends approval of Resolution Number 25-103.

Policy Implications:
Not applicable.

Budget/Staff Impact:
The funds were included in the approved Fiscal Year 2025-2026 budget for the purchase of this forklift. The total cost of the forklift is $137,552.83, which falls within our budget.

042-8600-535-66-99	Forklift and Attachments	$165,000

Business Impact Estimate:
Not applicable.

Prepared By:
Olivia Luce – Administrative Assistant, Public Utilities

Reviewed By:
Greg Dobbins, Director of Public Works
Michael Brundage, Deputy Director of Public Utilities

Attachments:
Resolution Number 25-103

Available Upon Request:
Forklift Quote
Sourcewell Contract

RESOLUTION NUMBER 25-103

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA, APPROVING A PURCHASE IN EXCESS OF $100,000 FOR A PUBLIC UTILITIES REPLACEMENT FORKLIFT

WHEREAS, a replacement forklift is needed in Public Utilities for daily and specialized operations; and

WHEREAS, the City's approved 2025-2026 budget includes funds for the purchase of a replacement forklift; and

WHEREAS, the City of Eustis Purchasing Department obtained a quote in accordance with the City's purchasing policies through utilizing piggyback options on government contracts; and

WHEREAS, the forklift is to be purchased through Bobcat via a Sourcewell Contract; and

WHEREAS, the City of Eustis Purchasing Ordinance requires that the City Commission approve any expenditure in excess of $100,000.

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Eustis, Lake County, Florida, that:

(1) The City Commission hereby authorizes an expenditure in excess of $100,000 for a replacement forklift for Public Utilities; and

(2) The City Commission hereby authorizes the City Manager to execute all agreements associated with the approved expenditure; and

(3) That this resolution shall become effective immediately upon passing.

DONE AND RESOLVED, this 9th day of December, 2025, in regular session of the City Commission of the City of Eustis, Lake County, Florida.

CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA

Willie L. Hawkins
Mayor/Commissioner

ATTEST:

Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

STATE OF FLORIDA
COUNTY OF LAKE

The foregoing instrument was acknowledged before me, by means of physical presence, this 9th day of December 2025, by Willie L. Hawkins, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

_____
Notary Public - State of Florida
My Commission Expires:
Notary Serial No.:

CITY ATTORNEY'S OFFICE

This document has been reviewed and approved as to form and legal content, for use and reliance of the City Commission of the City of Eustis, Florida.

_____
City Attorney's Office Date

CERTIFICATE OF POSTING

The foregoing Resolution Number 25-103 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

_____
Christine Halloran, City Clerk

City of Eustis
P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

TO: EUSTIS CITY COMMISSION

FROM: TOM CARRINO, CITY MANAGER

DATE: DECEMBER 9, 2025

RE: RESOLUTION NUMBER 25-104: AMENDING THE FY 2025/26 ADOPTED BUDGET FOR THE GENERAL FUND TO INCLUDE FUNDING FOR THE EMERGENCY RENTAL OF FOUR PORTABLE AIR CONDITIONING UNITS AT THE EUSTIS MEMORIAL LIBRARY

Background:

In late March 2025, the air conditioning unit at the Eustis Memorial Library experienced a catastrophic failure and is no longer operational.

On April 9, 2025, the City entered into an agreement with Axis Portable Air, LLC for the emergency rental of four portable Ocean Aire 5 Ton Water Cooled air conditioning units.

Since then, the City has issued two bids for a chilled water system to replace the existing, and now defunct, split system at the library. No responses were received for the first bid. Three responses were received for the second bid. However, all three of those responses were well over budgeted costs. At this time, a solution for a replacement air conditioner has not yet been determined.

The City has been renting four portable air conditioning units since the beginning of April 2025. The failure to award the bid for replacement to any bidder this far has resulted in a long-term rental of the portable units which was unanticipated during the budget process and, consequently, is unbudgeted. Funding is needed to continue rental of the portable units until a new system is decided on and installed.

The monthly rental amount for all four of the portable units is $6,960. The maximum rental term is estimated at 10 months in the current fiscal year. This equates to needed budget amendment in the amount of $69,600.

Upon approval, the General Fund FY 2025/26 Adopted Budget will be amended as follows:

Operating Expense – Rentals & Leases	
001-4910-517-30-44	$ 69,600

Funding will come from the General Fund's Fund Balance.

Recommended Action:
Staff recommends approval of Resolution Number 25-104.

Budget and Staff Impact:
This request for approval will result in a reduction of the General Fund's Fund Balance in the amount of $69,600.

Prepared by:
Lori Carr, Finance Director

Reviewed by:
Mari Leisen, Deputy Finance Director

Attachment:
Budget Amendment Form

RESOLUTION NUMBER 25-104

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA; AMENDING THE BUDGET FOR FISCAL YEAR 2025/26 FOR THE GENERAL FUND TO PROVIDE FOR FUNDING FOR UNANTICIPATED RENTAL OF PORTABLE AIR CONDITIONING UNITS AT THE EUSTIS MEMORIAL LIBRARY; REPEALING ALL RESOLUTIONS OR PARTS OF RESOLUTIONS IN CONFLICT HEREWITH; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, in the end of March 2025 the air conditioning unit at the Eustis Memorial Library suffered a catastrophic failure, and

WHEREAS, on April 9, 2025 the City of Eustis entered into an agreement with Axis Portable Air, LLC for the emergency rental of four portable Ocean Aire 5 Ton Water Cooled air conditioning units, and

WHEREAS, the City of Eustis issued two separate bids for a chiller water system to replace the existing split system, and

WHEREAS, the City properly advertised the first bid for the air conditioner replacement but did not receive any bid responses and subsequently re-bid the project and received three bids. All three bids were rejected due to being over budget.

WHEREAS, a solution for a replacement air conditioner has yet to be determined, and

WHEREAS, it is in the best interest of the City to amend the FY 2025/26 budget to provide funding for the rental of these air conditioning units until a permanent replacement system can be installed, and

WHEREAS, the General Fund (001) FY 2025/26 Adopted Budget will be amended and the Fund Balance reduced as follows:

001-4910-517-30-44 – Op. Expense – Rentals & Leases	$69,600

NOW, THEREFORE, BE IT RESOLVED, by the City Commission of the City of Eustis, Lake County. Florida, as follows:

Section 1

That the FY 2025/26 Adopted Budget for the General Fund is amended to increase expenditure by $69,600 and to reduce Fund Balance by $69,600.

Section 2

That the Finance Director of the City of Eustis is hereby authorized to amend the FY 2025/26 Adopted Budget for the General Fund.

Section 3

That this Resolution shall take effect immediately upon its adoption.

DONE AND RESOLVED this 9th of December 2025 in regular session of the City Commission of the City of Eustis, Lake County, Florida.

CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA

_____
Willie L. Hawkins
Mayor/Commissioner

ATTEST:

_____
Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

STATE OF FLORIDA
COUNTY OF LAKE

The foregoing instrument was acknowledged before me, by means of physical presence, this 9th day of December 2025, by Willie L. Hawkins, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

_____
Notary Public - State of Florida
My Commission Expires:
Notary Serial No:

CITY ATTORNEY'S OFFICE

This document is approved as to form and legal content for use and reliance of the City Commission of the City of Eustis, Florida.

_____ _____
City Attorney's Office Date

CERTIFICATE OF POSTING

The foregoing Resolution Number 25-104 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Parks & Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

_____

Christine Halloran, City Clerk

City of Eustis
P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

TO: EUSTIS CITY COMMISSION

FROM: Tom Carrino, City Manager

DATE: December 9, 2025

RE: Resolution Number 25-105: Amendment to Commission Rules of Order Regarding Adoption of Annual Meeting Schedule in December for the Upcoming Calendar Year and Adoption of Proposed City Commission Meetings for 2026 through January 2027

Introduction:

The purpose of this agenda item is for the City Commission to consider Resolution Number 25-105, which amends Section 1(a) of the Commission Rules of Order to require that the annual City Commission meeting schedule for the upcoming calendar year be adopted at a regular meeting held in December.

This item also seeks Commission approval of the proposed 2026 through January 2027 meeting schedule, consistent with the amended rule and with the City Charter requirement that the Commission meet not less frequently than once per month.

Background:

Article III, Section 10(a) of the City Charter provides that the City Commission shall meet regularly at such times as prescribed in its rules, but not less frequently than once each month. Section 1(a) of the Commission Rules of Order, adopted by Resolution 19-49, currently provides that the annual meeting schedule is adopted at the organizational meeting in January. Staff has recommended revising this requirement to move the adoption to a regular meeting in December, allowing sufficient lead time for staff planning, public dissemination, and scheduling for the upcoming calendar year.

Resolution Number 25-105 accomplishes this by amending Section 1(a) to read: *"A schedule of meetings for the upcoming calendar year shall be adopted annually at a regular meeting held in December."*

Upon adoption, the City Clerk will update the Commission Rules of Order accordingly.

In accordance with the revised rule, staff has prepared the proposed meeting schedule for 2026 through January 2027, following the standard practice of meeting on the first and third Thursdays of each month unless adjusted due to holidays or statutory requirements.

Schedule Adjustments

January 2026

- The first Thursday (January 1) is New Year's Day.
- The Commission has already approved the first meeting date: January 8, 2026.
- Staff recommends scheduling the second meeting on January 22, 2026.

September 2026 – TRIM Requirements

- The Truth in Millage (TRIM) regulations prohibit holding the first budget hearing before September 3.
- Staff recommends meetings on September 10 and September 24 to comply with TRIM.

A full list of meeting dates for 2026 and January 2027 is included in the staff report attachment.

Analysis

The proposed amendment and meeting schedule:

- Support efficient annual planning;
- Provide clarity and predictability to staff and the public;
- Ensure compliance with the City Charter and TRIM deadlines;
- Allow the City to publish its meeting calendar prior to the start of the new year.

This action does not affect officer selection or any other Charter-mandated duties.

Recommended Action:

Staff recommend the City Commission:

1. Adopt Resolution Number 25-105, amending Section 1(a) of the Commission Rules of Order to require annual adoption of the meeting schedule in December; and

2. Approve the proposed City Commission meeting dates for calendar year 2026 through January 2027.

Prepared By:
Christine Halloran, City Clerk

Reviewed By:
Tom Carrino, City Manager
Sasha Garcia, City Attorney

2026 / January 2027 Meeting Schedule

[1st and 3rd Thursdays unless otherwise noted]

January 8, 2026 **(2nd Thursday - previously approved)**
January 22, 2026 **(4th Thursday)**
February 5, 2026
February 19, 2026
March 5, 2026
March 19, 2026
April 2, 2026
April 16, 2026
May 7, 2026
May 21, 2026
June 4, 2026
June 18, 2026
July 2, 2026
July 16, 2026
August 6, 2026
August 20, 2026
September 10, 2026 **(2nd Thursday)**
September 24, 2026 **(4th Thursday)**
October 1, 2026
October 15, 2026
November 5, 2026
November 19, 2026
December 3, 2026
December 17, 2026
January 7, 2027
January 21, 2027

RESOLUTION NUMBER 25-105

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA, AUTHORIZING AN AMENDMENT TO THE COMMISSION RULES OF ORDER ADOPTED BY RESOLUTION 19-49 TO REVISE THE TIMING FOR ADOPTION OF THE ANNUAL MEETING SCHEDULE; DIRECTING THE CITY CLERK TO UPDATE THE RULES OF ORDER ACCORDINGLY; PROVIDING FOR CONFLICTS AND FOR AN EFFECTIVE DATE.

WHEREAS, the City Commission previously adopted revised Commission Rules of Order by Resolution 19-49; and

WHEREAS, Section 1(a) of the Rules of Order currently provides that the annual schedule of meetings is adopted at the organizational meeting in January; and

WHEREAS, the City Commission desires to revise this requirement so that the annual schedule of meetings is adopted at a regular meeting held in December, to allow adequate time for planning and public dissemination of the meeting calendar.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA:

Section 1. Authorization of Amendment. The City Commission hereby authorizes amendment of Section 1(a) of the Commission Rules of Order to read as follows:

"A schedule of meetings for the upcoming calendar year shall be adopted annually at a regular meeting held in December."

Section 2. Direction to Clerk. The City Clerk is hereby directed to revise the Commission Rules of Order adopted by Resolution 19-49 to incorporate this amendment and to maintain the updated version as the official Rules of Order of the City Commission.

Section 3. Conflicts. All resolutions or parts of resolutions in conflict with this Resolution are hereby repealed to the extent of such conflict.

Section 4. Effective Date. This Resolution shall take effect immediately upon adoption.

PASSED, ORDAINED, AND ADOPTED in Regular Session of the City Commission of the City of Eustis, Florida, this 9th day of December 2025.

CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA

Willie L. Hawkins
Mayor/Commissioner

ATTEST:

Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

STATE OF FLORIDA
COUNTY OF LAKE

The foregoing instrument was acknowledged before me, by means of physical presence, this 9th day of December 2025 by Willie L. Hawkins, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

Notary Public - State of Florida
My Commission Expires:
Notary Serial Number:

CITY ATTORNEY'S OFFICE

This document is approved as to form and legal content for reliance and use by the Eustis City Commission.

City Attorney's Office Date

CERTIFICATE OF POSTING

The foregoing Resolution Number 25-105 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Christine Halloran, City Clerk

City of Eustis
P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

Staff Report

TO: Eustis City Commission

FROM: Ronald Neibert, City Manager

DATE: May 16, 2019

RE: RESOLUTION NO. 19-49: ADOPTING REVISED COMMISSION RULES OF ORDER

Introduction:
Resolution No. 19-49 approves the adoption of the revised Commission Rules of Order.

Background:
At the May 2, 2019, Commission meeting, the Commission was presented a revised Rules of Order based on the request by the Commission for staff to formalize the process to be used for the appointment of an Interim Commission. Based on the Commission's comments, the proposed revision was changed to allow an unlimited number of nominations.

Recommended Action:
Staff recommends approval of Resolution No. 19-49 and the revised Commission Rules of Order.

Attachments:
Resolution No 19-49
Res 19-49 Exhibit A

Reviewed by:

Ronald Neibert, City Manager	Approved - 10 May 2019
Mary Montez, City Clerk	Approved - 10 May 2019

RESOLUTION NO. 19-49

A RESOLUTION BY THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA, RESCINDING AND REPLACING RESOLUTION NO. 15-44 IN ITS ENTIRETY AND ADOPTING RULES OF ORDER FOR CITY COMMISSION MEETINGS; PROVIDING FOR THE REPEAL OF ALL OTHER CONFLICTING RESOLUTIONS OR POLICIES; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of Eustis believes that it is in the best interest of the Commission, staff, and citizens of Eustis to provide clear direction for the conduct of City Commission meetings; and

WHEREAS, the City Commission has determined the need to formalize the process to be utilized for the appointment of an Interim Commissioner and that said process should be incorporated into the Commission's current Rules of Order;

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Eustis, Florida, as follows:

1) That the City Commission Rules of Order, attached as Exhibit A, and as amended, will serve as guidelines for the effective operation of the business meetings of the City Commission; and
2) That any provisions of this Resolution may be suspended for good cause by the affirmative vote of at least three Commissioners and that the good cause shall be stated on the record; and
3) That if the City Commission fails to strictly abide by any provision of this Resolution, such failure shall not invalidate action taken by the City Commission or staff; and
4) That any Resolutions, parts of Resolutions, or Policies in conflict herewith are hereby repealed; and
5) That this Resolution shall take effect upon adoption.

DONE AND RESOLVED this 16th day of May, 2019, in regular session of the City Commission of the City of Eustis, Lake County, Florida.

CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA

Michael L. Holland
Mayor/Commissioner

ATTEST:

_____
Mary C. Montez, City Clerk

CITY OF EUSTIS CERTIFICATION

STATE OF FLORIDA
COUNTY OF LAKE

The foregoing instrument was acknowledged before me this _____ day of _____, 2019, by Michael L. Holland, Mayor, and Mary Montez, City Clerk, who are personally known to me.

_____
Notary Public – State of Florida
My Commission Expires: _____
Notary Serial No: _____

CITY ATTORNEY'S OFFICE

This document is approved as to form and legal content for use and reliance of the City Commission of the City of Eustis, Florida.

_____ _____
City Attorney's Office Date

CERTIFICATE OF POSTING

The foregoing Resolution No. 19-49 is hereby approved, and I certify that I published the same by posting one (1) copy hereof at City Hall, one (1) copy hereof at the Eustis Memorial Library, and one (1) copy hereof at the Parks & Recreation office, all within the corporate limits of the City of Eustis, Lake County, Florida.

_____
Mary C. Montez, City Clerk

Resolution No. 19-49 Exhibit A

City Commission Rules of Order

1. City Commission Meetings.

(a) The regular meetings of the City Commission shall be held at least once each month of the year at the hour of 6:00 p.m. Any regular meeting falling upon a legal holiday or other date in which a majority of the Commission does not wish to hold a meeting shall be cancelled. As stated in the Charter, the City Commission will not meet less frequently than once each month. A scheduled of meetings shall be adopted annually at the organizational meeting in January. The City Manager, assisted by the City Clerk, is responsible for preparing the agendas and the respective ordinances, resolutions, and reports for each meeting.

(b) The goal of the City Commission is to complete regular business meetings within two hours. In the event a meeting approaches the two hour goal, the Mayor shall confirm the Commission's desire to continue the meeting beyond two hours. The Commission may elect to end the meeting by majority vote and, in that event, the remaining agenda items would then be placed on the next regularly scheduled business meeting agenda unless the Commission directs otherwise.

2. Special Meetings and Notice.

(a) Special meetings may be called by the Mayor or City Manager provided that at least forty-eight (48) hours written notice be given to the City Manager and City Clerk. The notice shall specify the date, time and place of the special meeting and the business to be transacted. No other business, other than as recited in the notice, shall be transacted at such special meeting.

(b) The City Clerk shall be responsible for causing the notice to be delivered to each individual Commission Member at least twenty-four (24) hours prior to the meeting, and to give notice in compliance with state and local requirements.

3. Emergency Meetings.

An emergency meeting may be called by the Mayor or City Manager, providing such notice has been provided to the other members of the Commission, the City Manager, the City Clerk, the media and public as is practical under the circumstances. An emergency, necessitating such a meeting, is a perceived immediate threat to the health, safety or welfare of the community and as otherwise defined by Florida law. Emergency meetings shall be subject to the two hour goal the same as regular business meetings.

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(a) Workshops may be scheduled by the City Manager or by a majority of Commission Members. Workshops are opportunities for Commissioners to discuss issues and provide policy guidance to staff. The public may comment at workshops provided such comments are limited to three minutes per person. No formal votes may be held at

workshops, but non-binding "straw polls" may be used to express the intentions of the Commission.

Workshops may be held at any time agreeable to Commissioners, but staff will strive to hold workshop seminars at the conclusion of Regular Meetings whenever possible.

(b) Workshops are required to be properly noticed. The City Clerk shall be responsible for noticing the workshop in accordance with state and local requirements.

5. Quorum.

(a) A quorum for the transaction of business shall consist of three (3) Commission members.

(b) If no quorum is present the meeting shall be adjourned and all agenda items will be added to the agenda of the next scheduled meeting.

6. Cancellation of Meeting.

Whenever a commission meeting is cancelled after the agenda for that meeting has been distributed or published, the items on that agenda shall be automatically postponed to the next regular or special regular meeting of the City Commission.

7. Closed Meetings or Sessions.

(a) All meetings of the City Commission shall be open to the public; provided, however, the City Commission may hold meetings or sessions closed to the public as provided for by state or local regulations.

8. Presiding Officers.

(a) Whenever the term "Presiding Officer" is used, it shall mean the Mayor, and if the Mayor is absent, it shall apply equally to the Vice-Mayor, and if the Vice-Mayor is also absent, to the temporary presiding officer elected pursuant to this section. For quasi-judicial matters, the City Attorney may serve as the Presiding Officer upon request.

(b) The Mayor shall preside at all meetings of the Commission.

(c) During the absence of the Mayor, the Vice-Mayor shall preside at the meetings and study sessions.

(d) In the absence of the Mayor and the Vice-Mayor, the City Clerk shall call the Commission to order, whereupon a temporary meeting presiding officer shall be elected by the majority vote of Commission Members present as their first order of business. Upon the arrival of the Mayor or the Vice-Mayor, the temporary presiding officer shall relinquish the chair at the conclusion of the item of business then before the Commission.

(e) The Presiding Officer may move, second, debate, and vote and shall not be deprived of any of the rights and privileges of a Commission Member. The Presiding Officer or such person as he or she may designate may verbally summarize the item to be voted upon immediately after it has been moved and seconded and may restate each question immediately prior to calling for the vote. After a Motion is made and there is a second, the Commission may discuss the matter. A Commissioner may speak only if recognized by the Mayor. The Mayor may close the discussion once the Mayor deems it appropriate and shall then ask the clerk for a Roll Call vote. Following the vote, the Presiding Officer shall announce whether the question carried or was defeated.

If there is no second to a Motion made, the Mayor may note that the Motion died for lack of a second and may request that an alternative Motion be made.

The Presiding Officer shall maintain order and decorum at all meetings. He or she shall decide all questions of order and procedure subject, with the counsel, if necessary, of the City Attorney.

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(a) Every member, previous to his or her speaking, shall address the Presiding Officer and shall not begin to speak until recognized and named by the Presiding Officer. He or she shall confine comments to the question under debate and will refrain from impugning the motives of any other member's argument or vote.

(b) A member, when called to order by the Presiding Officer, shall thereupon discontinue speaking.

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(a) In order to facilitate the orderly conduct of business, staff shall prepare an agenda for each Commission meeting. An "agenda" shall consist of an agenda summary sheet listing items to be considered at a meeting.

(b) Subject to these rules, items of business may be placed on a regular meeting agenda by any Commissioner, the City Manager or the City Attorney. Except as provided in Section 3, Emergency Meetings, staff shall not change the agenda after 5:00 p.m. on the Friday before the Commission meeting; however, supplemental information may be added as necessary.

(c) When a Commission Member wishes to place an item on the regular meeting agenda, the item shall be presented to the City Manager's office no later than 10 days preceding the Commission meeting so that the information may be included as part of the regular agenda which will be distributed to the members preceding the meeting.

An item may be added to the agenda at a meeting if the majority of the Commission approves, but such items should generally be of a ministerial nature.

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At any regular or special meeting, the Commission shall proceed to transact the business before it in the following order as applicable on a meeting by meeting basis:

(1) Invocation
(2) Pledge of Allegiance;
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(9) Consent Agenda;
(10) Ordinances, Public Hearings and Quasi-Judicial Hearings;
(11) Other business;
(12) Future Agenda Items;
(13) Comments:
    (a) City Commission
    (b) City Manager
    (c) City Attorney
    (d) Mayor
(14) Adjournment.

12. Public Request to Address Commission.

(a) It is the policy of the Commission to permit and encourage input and comments by members of the public on all matters which may come before the Commission for action other than those items strictly of ministerial nature such as approval of minutes and issuance of ceremonial proclamations. Input and comments by the public can be made during the Audience Participation segment of the meeting or on specific items on the meeting agenda. While input and comments by the public are encouraged, the Commissioners shall not engage in debate with members of the public. Clarifying questions by a Commissioner regarding comments or input by a member of the public are permitted after being acknowledged and given the floor by the Mayor. The presiding officer may limit public comment to three minutes per person.

(b) No person shall address the Commission without first securing the recognition of the Mayor or Presiding Officer by requesting permission to speak. The normal time allowed for individual comments shall be three minutes, but may be extended by the

Presiding Officer. The Presiding Officer shall strive to provide equal opportunity for individuals to address the Commission at the appropriate times during the meeting. Each person addressing the Commission shall complete a "Request to Speak" card available from the City Clerk which shall include the individual's name, whether or not they are a City resident, the issue upon which they wish to speak and the name of any organization they may be representing. The card shall be submitted to the City Clerk either prior to addressing the Commission or before the end of the meeting.

(c) Each person desiring to address the Commission shall approach the podium, state his or her name for the record, state the subject, state whom he or she is representing if he or she represents an organization or other persons, and complete their remarks within the normal time limitation unless further time is granted by the Presiding Officer. All remarks shall be addressed to the Commission as a whole and not to any member thereof. Questions asked of Commission Members or City staff shall be rhetorical in nature and not directed to individuals. The Presiding Officer shall ensure that public input and comments are related directly to the agenda item then under discussion. Comments and input during the Audience Participation segment may be on any topic.

d) Organized groups of individuals may be directed by the Presiding Officer to select a single spokesman to address the Commission on behalf of the group or organization.

(e) Exemptions from public input
The following are situations which are exempt from the public input requirement:
1) Emergency situations affecting the public health, welfare or safety if compliance with the speaking requirements would cause an unreasonable delay in the Commission's ability to act;
2) When the Commission is acting in a quasi-judicial capacity with respect to the rights or interests of a person at which time the statutory rules for quasi-judicial proceedings shall apply;
3) At any meeting of the Commission which is exempt from the Sunshine or Open Meetings Law (FSS 286.011)

13. Voting.

(a) When the Clerk has commenced to call roll of the Commission for the taking of a vote, all debate on the question before the Commission shall be deemed concluded. During the taking of the vote a member shall be permitted to briefly explain his or her vote and shall respond to the calling of his or her name by the Clerk by answering "Aye" or "Nay" as the case may be.

(b) The Clerk shall call the roll alphabetically by last name on a rotating basis so that every Commission Member shall have the opportunity to speak first on an issue at one time or another, provided the Presiding Officer shall always be the last to voice his or her vote. The list shall be rotated at each regular meeting of the Commission.

(c) Unless otherwise specified by these rules, all ordinances, resolutions or motions shall be passed by the affirmative vote of no less than a majority of Commission Members present.

(d) A roll call vote shall be required for the following:

(1) All resolutions.

(2) All ordinances.

(3) All motions to create an office or a position of employment or to spend any money.

(e) The Presiding Officer may utilize a voice vote for the approval of minutes or other matters where a roll call vote is not required by law; provided, however, that a roll call vote shall be taken upon the timely request of any Commission Member.

(f) A vote lacking the required number of affirmative votes shall constitute defeat of a Motion.

(g) A Commission Member may change his or her vote only if a timely request to do so is made prior to the announcement of the vote by the Presiding Officer.

(h) Unless otherwise provided for by statute, if a Commission Member present has reason to think a conflict of interest may exist on a particular matter, he or she shall, after consultation with the City Attorney, so state the nature of his or her disqualification in the open Commission meeting. A Commission Member who so announces a conflict of interest in any matter may remain seated during the debate or may leave. However, he or she shall not vote or otherwise participate on such matter. A Commission Member stating such disqualification shall not be counted as a part of a quorum and shall be considered absent for the purpose of determining the outcome of any vote on such matter. The City Clerk and City Attorney shall assist the disqualified Commissioner in filing the necessary documentation (Form 8B – Memorandum of Voting Conflict) which will then be incorporated into the official minutes of the meeting.

(i) Where lack of a quorum occurs during the course of a convened meeting resulting from the temporary absence of a Commission Member, the minutes shall be so noted, and the matter under consideration shall be considered as having been postponed until the next regular meeting. The meeting may continue after the postponement has been announced by the Presiding Officer and the member breaking the quorum has resumed his or her presence, otherwise the Presiding Officer shall declare the meeting adjourned after such announcement.

(j) The Presiding Officer should announce the vote upon every matter upon which a vote is taken.

(k) On workshops and other matters not requiring a vote, the Commission may take a straw poll of matters not requiring a vote to provide staff with clear direction on what the majority of the Commission desires for future action by staff.

14. General Procedures.

(a) At the commencement of each meeting, the mayor may, in the mayor's discretion, make any of the following announcements when the mayor calls the meeting to order:

(1) Please turn off all cell phones;

(2) If you are commenting this evening, please fill out a card with your contact information which the City Clerk can provide to you;

(3) Should there be any comments, please approach the podium, state your name, whether or not you are a City resident, and direct your comments to the Commission (not individual commissioners or other members of the public); and/or,

(4) Observe general rules of decorum and civility (speak one at time, avoid personal attacks, avoid profanity and shouting, speak only to the issue at hand).

(b) For Legislative Ordinances (not quasi-judicial matters and ordinances), after an ordinance's title is read, the appropriate staff member shall present to the Commission information regarding the proposed action after which the Commission may question the staff further regarding the issue at hand. Once all Commission questions are addressed, the City Attorney shall ask whether any member of the public has any comment. If there is public comment, the Mayor and Commission shall listen to the public comment. The Mayor may limit public comment on legislative ordinances to three minutes. During public comment Commissioners may ask questions of those commenting, but shall not debate the matter with the party commenting. After public comment is closed, the Commission can then discuss the matter in the order recognized by the Mayor. If there is no public comment or after public comment is made, the Mayor may then ask for a Motion from the Commission. After a Motion is made and there is a second, the Commission may further discuss the matter. A Commissioner may speak only if recognized by the Mayor, and the Mayor shall strive to ensure all Commissioners have equal opportunity to speak to each issue. The Mayor may close the discussion once the Mayor deems it appropriate and shall then ask the Clerk for a Roll Call vote.

If there is no second to a Motion made, the Mayor may note that the Motion died for lack of a second and may request that an alternative Motion be made.

(c) For quasi-judicial matters, the Commission shall follow the procedures set forth in section 102-25 of the Land Development Regulations.

15. Minutes and Documents.

(a) Minutes of all regular and special meetings shall be electronically recorded. Such minutes shall be maintained in the office of the City Clerk. The minutes shall reflect:

(1) The date, time and place of the meeting or session;

(2) The members recorded as either present or absent;

(3) A general description of all matters proposed, discussed or decided; and

(4) Record of any votes taken.

(b) A Commission Member may request, through the Presiding Officer, the privilege of having his or her comments or written statement entered into the minutes concerning any matter pending before the Commission.

(c) Such minutes may be revised at any time by the Clerk to correct spelling, numbering and other such technical defects. Prior to approval, any member may, through the Presiding Officer, request amending or correcting the minutes. If objection is made by any Commission Member to such amendment or correction, a majority vote of the Commission shall be necessary for adoption of the correction or amendment.

(d) The City Clerk's office is not required to prepare verbatim transcripts or parts of any minutes of City Commission meetings unless the City Commission, by majority vote, directs verbatim transcripts for any parts of any minutes it deems necessary and proper for conduct of internal affairs of the City or when required for closed meetings.

(e) The Mayor shall sign all ordinances, resolutions and other documents requiring his or her signature. If the Mayor is unavailable to do so, the Vice-Mayor shall be permitted to sign all ordinances, resolutions and other documents requiring the Mayor's signature in his or her absence.

16. Failure to observe procedures.

These rules are adopted to expedite the transaction of the business of the Commission in an orderly fashion and are deemed to be procedural only. The failure to strictly observe such rules by the Commission shall not affect the jurisdiction of the Commission or invalidate any action taken at a meeting that is otherwise held in conformity with law.

17. Disruption of Meetings.

No person shall interrupt, disturb or disrupt any regular or special meeting or study session of the Commission. Upon direction of the Presiding Officer, any such person shall leave the Commission Chambers and the City Hall. Any Commissioner may request that the City Manager provide a uniformed law enforcement officer for any regular or special meeting or study session of the Commission.

18. Amendment of Rules.

These rules may be amended by the affirmative vote of no less than three (3) Commission members.

19. Commission Policies.

a) The Commission may from time to time consider the adoption of certain written guidelines to provide policy guidance to City staff.

b) The Commission shall approve such policy guidelines by resolution.

c) Such guidelines shall constitute general guidance to the City staff and shall not have the force and effect of law, but shall serve as a statement of desired outcome in a particular area or situation.

d) The members of the City staff charged with implementation or monitoring of a policy once adopted, and in any event the City Manager, shall endeavor to function in accordance with the written guidelines unless circumstances otherwise dictate.

e) In the event the member of the City staff charged with implementation or monitoring of a policy determines that the policy is no longer feasible or desirable, either in whole or in part, such member shall bring the matter to the attention of the City Manager, who shall make recommendations to the City Commission regarding the matter.

f) Written policies, once adopted by the City Commission, shall remain in force until rescinded by resolution of the City Commission.

20. Filling of commission vacancies

In the event that a vacancy occurs on the Commission due to resignation, death or other unforeseen circumstance, pursuant to the City Charter, the Commission is tasked with appointing a replacement who shall serve until the next regular election. To facilitate this task, the following procedure is hereby adopted:

a) Upon declaration of a vacancy by the Mayor, the Commission shall direct the City Clerk to advertise the vacancy and set a deadline for submittal of applications for appointment. At the same time, the Commission shall select a date for a special meeting at which applicants will be interviewed by the Commission and a selection will be made. In the event that an agreement on an interim commissioner cannot be made at that meeting, the Commission has the option of re-opening the application period to receive additional applications.
b) The qualifications for appointment shall be the same as for a candidate for election to the Commission. Those qualifications are as follows: 1) Applicant must be a registered elector of the city of Eustis; and 2) Applicant must have resided within City limits for no less than one year prior to application. The one year may include the time before and after annexation if the property has been recently annexed into the City.
c) Process to be used for election of the interim commissioner:
   1) The Mayor will open the floor to nominations. Nominations will be accepted until no further nominations are offered.
   2) Once it appears that no further nominations are forthcoming, the Mayor will ask for a motion to close the nominations. The motion must be seconded and a roll call vote will be taken.
   3) The City Clerk will then conduct a roll call vote on each nominee in alphabetical order. The alphabetical order is intended to negate the possible advantage for whomever was nominated first. If there is a tie between nominees receiving the most votes, a second vote will be taken on only the tied nominees. If there is still a tie after a second vote is taken, the Commission will discuss the applicants and whether to re-open the application period.
d) Once one nominee has received the majority of the votes, the nominee will be formally appointed via resolution.
e) Once the resolution has passed, the City Clerk will administer the Oath of Office and the interim commissioner shall assume their seat on the dais.

RESOLUTION NO. 19-49

A RESOLUTION BY THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA, RESCINDING AND REPLACING RESOLUTION NO. 15-44 IN ITS ENTIRETY AND ADOPTING RULES OF ORDER FOR CITY COMMISSION MEETINGS; PROVIDING FOR THE REPEAL OF ALL OTHER CONFLICTING RESOLUTIONS OR POLICIES; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of Eustis believes that it is in the best interest of the Commission, staff, and citizens of Eustis to provide clear direction for the conduct of City Commission meetings; and

WHEREAS, the City Commission has determined the need to formalize the process to be utilized for the appointment of an Interim Commissioner and that said process should be incorporated into the Commission's current Rules of Order;

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Eustis, Florida, as follows:

1) That the City Commission Rules of Order, attached as Exhibit A, and as amended, will serve as guidelines for the effective operation of the business meetings of the City Commission; and
2) That any provisions of this Resolution may be suspended for good cause by the affirmative vote of at least three Commissioners and that the good cause shall be stated on the record; and
3) That if the City Commission fails to strictly abide by any provision of this Resolution, such failure shall not invalidate action taken by the City Commission or staff; and
4) That any Resolutions, parts of Resolutions, or Policies in conflict herewith are hereby repealed; and
5) That this Resolution shall take effect upon adoption.

DONE AND RESOLVED this 16th day of May, 2019, in regular session of the City Commission of the City of Eustis, Lake County, Florida.

CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA

THE SEAL OF THE CITY OF EUSTIS FLORIDA

Michael L. Holland
Mayor/Commissioner

ATTEST:

Mary C. Montez
Mary C. Montez, City Clerk

CITY OF EUSTIS CERTIFICATION

STATE OF FLORIDA
COUNTY OF LAKE

The foregoing instrument was acknowledged before me this 17th day of May, 2019, by Michael L. Holland, Mayor, and Mary Montez, City Clerk, who are personally known to me.

SERITA HILL
MY COMMISSION # GG 019203
EXPIRES: August 20, 2020
Bonded Thru Notary Public Underwriters

Serita Hill
Notary Public – State of Florida
My Commission Expires: Aug 20, 2020
Notary Serial No: GG019203

CITY ATTORNEY'S OFFICE

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City Attorney's Office

3/16/19
Date

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12. Public Request to Address Commission.

(a) It is the policy of the Commission to permit and encourage input and comments by members of the public on all matters which may come before the Commission for action other than those items strictly of ministerial nature such as approval of minutes and issuance of ceremonial proclamations. Input and comments by the public can be made during the Audience Participation segment of the meeting or on specific items on the meeting agenda. While input and comments by the public are encouraged, the Commissioners shall not engage in debate with members of the public. Clarifying questions by a Commissioner regarding comments or input by a member of the public are permitted after being acknowledged and given the floor by the Mayor. The presiding officer may limit public comment to three minutes per person.

(b) No person shall address the Commission without first securing the recognition of the Mayor or Presiding Officer by requesting permission to speak. The normal time allowed for individual comments shall be three minutes, but may be extended by the

Presiding Officer. The Presiding Officer shall strive to provide equal opportunity for individuals to address the Commission at the appropriate times during the meeting. Each person addressing the Commission shall complete a "Request to Speak" card available from the City Clerk which shall include the individual's name, whether or not they are a City resident, the issue upon which they wish to speak and the name of any organization they may be representing. The card shall be submitted to the City Clerk either prior to addressing the Commission or before the end of the meeting.

(c) Each person desiring to address the Commission shall approach the podium, state his or her name for the record, state the subject, state whom he or she is representing if he or she represents an organization or other persons, and complete their remarks within the normal time limitation unless further time is granted by the Presiding Officer. All remarks shall be addressed to the Commission as a whole and not to any member thereof. Questions asked of Commission Members or City staff shall be rhetorical in nature and not directed to individuals. The Presiding Officer shall ensure that public input and comments are related directly to the agenda item then under discussion. Comments and input during the Audience Participation segment may be on any topic.

d) Organized groups of individuals may be directed by the Presiding Officer to select a single spokesman to address the Commission on behalf of the group or organization.

(e) Exemptions from public input
The following are situations which are exempt from the public input requirement:
1) Emergency situations affecting the public health, welfare or safety if compliance with the speaking requirements would cause an unreasonable delay in the Commission's ability to act;
2) When the Commission is acting in a quasi-judicial capacity with respect to the rights or interests of a person at which time the statutory rules for quasi-judicial proceedings shall apply;
3) At any meeting of the Commission which is exempt from the Sunshine or Open Meetings Law (FSS 286.011)

13. Voting.

(a) When the Clerk has commenced to call roll of the Commission for the taking of a vote, all debate on the question before the Commission shall be deemed concluded. During the taking of the vote a member shall be permitted to briefly explain his or her vote and shall respond to the calling of his or her name by the Clerk by answering "Aye" or "Nay" as the case may be.

(b) The Clerk shall call the roll alphabetically by last name on a rotating basis so that every Commission Member shall have the opportunity to speak first on an issue at one time or another, provided the Presiding Officer shall always be the last to voice his or her vote. The list shall be rotated at each regular meeting of the Commission.

(c) Unless otherwise specified by these rules, all ordinances, resolutions or motions shall be passed by the affirmative vote of no less than a majority of Commission Members present.

(d) A roll call vote shall be required for the following:

(1) All resolutions.

(2) All ordinances.

(3) All motions to create an office or a position of employment or to spend any money.

(e) The Presiding Officer may utilize a voice vote for the approval of minutes or other matters where a roll call vote is not required by law; provided, however, that a roll call vote shall be taken upon the timely request of any Commission Member.

(f) A vote lacking the required number of affirmative votes shall constitute defeat of a Motion.

(g) A Commission Member may change his or her vote only if a timely request to do so is made prior to the announcement of the vote by the Presiding Officer.

(h) Unless otherwise provided for by statute, if a Commission Member present has reason to think a conflict of interest may exist on a particular matter, he or she shall, after consultation with the City Attorney, so state the nature of his or her disqualification in the open Commission meeting. A Commission Member who so announces a conflict of interest in any matter may remain seated during the debate or may leave. However, he or she shall not vote or otherwise participate on such matter. A Commission Member stating such disqualification shall not be counted as a part of a quorum and shall be considered absent for the purpose of determining the outcome of any vote on such matter. The City Clerk and City Attorney shall assist the disqualified Commissioner in filing the necessary documentation (Form 8B – Memorandum of Voting Conflict) which will then be incorporated into the official minutes of the meeting.

(i) Where lack of a quorum occurs during the course of a convened meeting resulting from the temporary absence of a Commission Member, the minutes shall be so noted, and the matter under consideration shall be considered as having been postponed until the next regular meeting. The meeting may continue after the postponement has been announced by the Presiding Officer and the member breaking the quorum has resumed his or her presence, otherwise the Presiding Officer shall declare the meeting adjourned after such announcement.

(j) The Presiding Officer should announce the vote upon every matter upon which a vote is taken.

(k) On workshops and other matters not requiring a vote, the Commission may take a straw poll of matters not requiring a vote to provide staff with clear direction on what the majority of the Commission desires for future action by staff.

14. General Procedures.

(a) At the commencement of each meeting, the mayor may, in the mayor's discretion, make any of the following announcements when the mayor calls the meeting to order:

(1) Please turn off all cell phones;

(2) If you are commenting this evening, please fill out a card with your contact information which the City Clerk can provide to you;

(3) Should there be any comments, please approach the podium, state your name, whether or not you are a City resident, and direct your comments to the Commission (not individual commissioners or other members of the public); and/or,

(4) Observe general rules of decorum and civility (speak one at time, avoid personal attacks, avoid profanity and shouting, speak only to the issue at hand).

(b) For Legislative Ordinances (not quasi-judicial matters and ordinances), after an ordinance's title is read, the appropriate staff member shall present to the Commission information regarding the proposed action after which the Commission may question the staff further regarding the issue at hand. Once all Commission questions are addressed, the City Attorney shall ask whether any member of the public has any comment. If there is public comment, the Mayor and Commission shall listen to the public comment. The Mayor may limit public comment on legislative ordinances to three minutes. During public comment Commissioners may ask questions of those commenting, but shall not debate the matter with the party commenting. After public comment is closed, the Commission can then discuss the matter in the order recognized by the Mayor. If there is no public comment or after public comment is made, the Mayor may then ask for a Motion from the Commission. After a Motion is made and there is a second, the Commission may further discuss the matter. A Commissioner may speak only if recognized by the Mayor, and the Mayor shall strive to ensure all Commissioners have equal opportunity to speak to each issue. The Mayor may close the discussion once the Mayor deems it appropriate and shall then ask the Clerk for a Roll Call vote.

If there is no second to a Motion made, the Mayor may note that the Motion died for lack of a second and may request that an alternative Motion be made.

(c) For quasi-judicial matters, the Commission shall follow the procedures set forth in section 102-25 of the Land Development Regulations.

15. Minutes and Documents.

(a) Minutes of all regular and special meetings shall be electronically recorded. Such minutes shall be maintained in the office of the City Clerk. The minutes shall reflect:

(1) The date, time and place of the meeting or session;

(2) The members recorded as either present or absent;

(3) A general description of all matters proposed, discussed or decided; and

(4) Record of any votes taken.

(b) A Commission Member may request, through the Presiding Officer, the privilege of having his or her comments or written statement entered into the minutes concerning any matter pending before the Commission.

(c) Such minutes may be revised at any time by the Clerk to correct spelling, numbering and other such technical defects. Prior to approval, any member may, through the Presiding Officer, request amending or correcting the minutes. If objection is made by any Commission Member to such amendment or correction, a majority vote of the Commission shall be necessary for adoption of the correction or amendment.

(d) The City Clerk's office is not required to prepare verbatim transcripts or parts of any minutes of City Commission meetings unless the City Commission, by majority vote, directs verbatim transcripts for any parts of any minutes it deems necessary and proper for conduct of internal affairs of the City or when required for closed meetings.

(e) The Mayor shall sign all ordinances, resolutions and other documents requiring his or her signature. If the Mayor is unavailable to do so, the Vice-Mayor shall be permitted to sign all ordinances, resolutions and other documents requiring the Mayor's signature in his or her absence.

16. Failure to observe procedures.

These rules are adopted to expedite the transaction of the business of the Commission in an orderly fashion and are deemed to be procedural only. The failure to strictly observe such rules by the Commission shall not affect the jurisdiction of the Commission or invalidate any action taken at a meeting that is otherwise held in conformity with law.

17. Disruption of Meetings.

No person shall interrupt, disturb or disrupt any regular or special meeting or study session of the Commission. Upon direction of the Presiding Officer, any such person shall leave the Commission Chambers and the City Hall. Any Commissioner may request that the City Manager provide a uniformed law enforcement officer for any regular or special meeting or study session of the Commission.

18. Amendment of Rules.

These rules may be amended by the affirmative vote of no less than three (3) Commission members.

19. Commission Policies.

a) The Commission may from time to time consider the adoption of certain written guidelines to provide policy guidance to City staff.

b) The Commission shall approve such policy guidelines by resolution.

c) Such guidelines shall constitute general guidance to the City staff and shall not have the force and effect of law, but shall serve as a statement of desired outcome in a particular area or situation.

d) The members of the City staff charged with implementation or monitoring of a policy once adopted, and in any event the City Manager, shall endeavor to function in accordance with the written guidelines unless circumstances otherwise dictate.

e) In the event the member of the City staff charged with implementation or monitoring of a policy determines that the policy is no longer feasible or desirable, either in whole or in part, such member shall bring the matter to the attention of the City Manager, who shall make recommendations to the City Commission regarding the matter.

f) Written policies, once adopted by the City Commission, shall remain in force until rescinded by resolution of the City Commission.

20. Filling of commission vacancies

In the event that a vacancy occurs on the Commission due to resignation, death or other unforeseen circumstance, pursuant to the City Charter, the Commission is tasked with appointing a replacement who shall serve until the next regular election. To facilitate this task, the following procedure is hereby adopted:

a) Upon declaration of a vacancy by the Mayor, the Commission shall direct the City Clerk to advertise the vacancy and set a deadline for submittal of applications for appointment. At the same time, the Commission shall select a date for a special meeting at which applicants will be interviewed by the Commission and a selection will be made. In the event that an agreement on an interim commissioner cannot be made at that meeting, the Commission has the option of re-opening the application period to receive additional applications.

b) The qualifications for appointment shall be the same as for a candidate for election to the Commission. Those qualifications are as follows: 1) Applicant must be a registered elector of the city of Eustis; and 2) Applicant must have resided within City limits for no less than one year immediately prior to application. The one year may include the time before and after annexation if the property has been recently annexed into the City.

c) Process to be used for election of the interim commissioner:
1) The Mayor will open the floor to nominations. Nominations will be accepted until no further nominations are offered.
2) Once it appears that no further nominations are forthcoming, the Mayor will ask for a motion to close the nominations. The motion must be seconded and a roll call vote will be taken.
3) The City Clerk will then conduct a roll call vote on each nominee in alphabetical order. The alphabetical order is intended to negate the possible advantage for whomever was nominated first. If there is a tie between nominees receiving the most votes, a second vote will be taken on only the tied nominees. If there is still a tie after a second vote is taken, the Commission will discuss the applicants and whether to re-open the application period.

d) Once one nominee has received the majority of the votes, the nominee will be formally appointed via resolution.

e) Once the resolution has passed, the City Clerk will administer the Oath of Office and the interim commissioner shall assume their seat on the dais.

City of Eustis
P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

TO: Eustis City Commission

FROM: Tom Carrino, City Manager

DATE: December 9, 2025

RE: Resolution Number 25-106: Approval of Perpetual Electric Utility Easement to Duke Energy Florida, LLC – Greenwood Cemetery Addition F

Background

Duke Energy Florida, LLC ("Duke Energy") has requested a perpetual utility easement across City-owned property identified as Greenwood Cemetery Addition F, recorded in Plat Book 27, Page 49, Public Records of Lake County, Florida. The easement supports the construction, operation, maintenance, and future modification of electric and related communications facilities needed to serve existing and future electrical demand in the surrounding area.

The easement area consists of a ten-foot (10') uniform width strip, centered on the final installed alignment of Duke Energy's facilities. A conceptual alignment map is included as Exhibit A to the easement. The document expressly protects cemetery markers, monuments, burial vaults, and similar features by prohibiting any removal or disturbance without the City's prior written approval.

The easement has been reviewed, negotiated, and finalized. No further revisions are pending.

Analysis

The perpetual easement grants Duke Energy the standard rights needed for safe construction, maintenance, vegetation management, ingress and egress, and installation of supporting structures such as guy wires. It also includes provisions for future adjustments to facilities and the easement area, including relocations associated with roadway projects.

The City maintains sufficient control to ensure cemetery protection, coordinate future uses, and require repair of any physical damage caused by Duke Energy's work. The easement does not convey fee title and does not impede ongoing municipal operations within the cemetery.

Approval is consistent with the City's authority under Article VIII, Florida Constitution**,** Chapter 166, Florida Statutes (municipal home rule), and Chapter 163, Florida Statutes, relating to public infrastructure siting.

Fiscal Impact
Minimal. The easement consideration is nominal ($1.00). Utility relocation, installation, and maintenance costs remain Duke Energy's responsibility.

Business Impact Estimate
Not applicable.

Recommendation
Staff recommends that the City Commission adopt Resolution Number 25-106, approving and authorizing execution of the perpetual utility easement to Duke Energy Florida, LLC, for Greenwood Cemetery Addition F.

Attachments

1. Resolution Number 25-106
2. Perpetual Easement to Duke Energy Florida, LLC (final, approved)

Prepared By
Sasha Garcia, City Attorney

Reviewed By
Michelle Saxman, GIS/Engineering Specialist
Tom Carrino, City Manager

RESOLUTION NUMBER 25-106

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA, APPROVING AND AUTHORIZING THE EXECUTION OF A PERPETUAL UTILITY EASEMENT IN FAVOR OF DUKE ENERGY FLORIDA, LLC, OVER A PORTION OF CITY-OWNED PROPERTY IDENTIFIED AS GREENWOOD CEMETERY ADDITION F; PROVIDING FOR CONFLICTS, SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, the City of Eustis ("City") owns real property identified as Greenwood Cemetery Addition F, recorded in Plat Book 27, Page 49, of the Public Records of Lake County, Florida; and

WHEREAS, Duke Energy Florida, LLC ("Duke Energy") has requested a perpetual utility easement across a portion of said property for the installation, operation, maintenance, repair, replacement, relocation, and technological support of electrical and communications facilities necessary to serve the public; and

WHEREAS, the final easement document includes a ten-foot (10') wide centerline-based easement area and expressly prohibits disturbance of cemetery grave markers, monuments, burial vaults, or related features without the City's prior written consent; and

WHEREAS, the City Commission finds that granting the easement is in the public interest and is within the City's authority under its municipal home rule powers; and

WHEREAS, the easement has been reviewed and approved as to form and content and is attached hereto as Exhibit A.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA:

Section 1. **Approval**. The City Commission hereby approves the Perpetual Utility Easement in favor of Duke Energy Florida, LLC, across a portion of Greenwood Cemetery Addition F as shown in Exhibit A attached hereto and incorporated herein.

Section 2. **Authorization**. The Mayor is authorized to execute the easement on behalf of the City, and the City Clerk is authorized to attest to the same. Staff is authorized to take all actions necessary to record the easement in the Public Records of Lake County, Florida.

Section 3. **Conflicts.** All resolutions or parts thereof in conflict herewith are hereby repealed to the extent of such conflict.

Section 4. **Severability.** If any section, subsection, sentence, clause, phrase, or portion of this Resolution is held invalid, the remainder shall remain in full force and effect.

Section 5. Effective Date. This Resolution shall become effective immediately upon adoption.

PASSED, ORDAINED, AND ADOPTED in Regular Session of the City Commission of the City of Eustis, Florida, this 9th day of December 2025.

CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA

_____
Willie L. Hawkins
Mayor/Commissioner

ATTEST:

_____
Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

STATE OF FLORIDA
COUNTY OF LAKE

The foregoing instrument was acknowledged before me, by means of physical presence, this 9th day of December 2025 by Willie L. Hawkins, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

_____
Notary Public - State of Florida
My Commission Expires:
Notary Serial Number:

CITY ATTORNEY'S OFFICE

This document is approved as to form and legal content for reliance and use by the Eustis City Commission.

_____ _____
City Attorney's Office Date

CERTIFICATE OF POSTING

The foregoing Resolution Number 25-106 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

_____
Christine Halloran, City Clerk

Prepared by: Duke Energy Florida, LLC
Return To: Duke Energy Florida, LLC
Attn: Emily Bower
299 1st Ave N
Mail Code: FL6204-015
St. Petersburg, Florida 33701

Parcel # 12-19-26-1205-000-0000

EASEMENT

State of Florida
County of Lake

THIS EASEMENT ("**Easement**") is made this ____ day of _____ 2025, from **CITY OF EUSTIS** a Florida municipal corporation ("**Grantor**", whether one or more), to **DUKE ENERGY FLORIDA, LLC**, a Florida limited liability company, Post Office Box 14042, St. Petersburg, FL 33733 ("**Grantee**").

Grantor, for and in consideration of the sum of One and 00/100 Dollar ($1.00) and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, does hereby grant unto Grantee a perpetual easement, to construct, reconstruct, operate, patrol, maintain, repair, replace, relocate, add to, modify, and remove electric and communication lines including, but not limited to, all necessary supporting structures, and all other appurtenant apparatus and equipment for the transmission and distribution of electrical energy, and for technological purposes related to the operation of the electric facilities and for the communication purposes of Incumbent Local Exchange Carriers (collectively, "**Facilities**").

Grantor is the owner of that certain property described as GREENWOOD CEMETERY ADDITION F, as recorded in Plat Book 27, Page 49, of the Public Records of Lake County, Florida ("**Property**").

The Facilities may be both overhead and underground and located in, upon, over, along, under, through, and across a portion of the Property within an easement area described as follows:

A strip of land ten feet (10') in uniform width, lying equidistant on both sides of a centerline, which centerline shall be established by the center of the Facilities as installed, (hereinafter referred to as the "**Easement Area**"). For the avoidance of doubt, nothing in this Easement authorizes the removal, disturbance, relocation, or alteration of grave markers, monuments, burial vaults, or any other cemetery

features, whether within or adjacent to the Easement Area, without the City's prior written consent. The conceptual facility alignment depicted in Exhibit "A" is attached for reference. Final easement location shall be defined by the centerline of the Facilities as installed. This exhibit is for illustrative reference only and does not alter the legal definition of the Easement Area, which remains centerline-based.

The rights granted herein include, but are not limited to, the following:

1. Grantee shall have the right of ingress and egress over the Easement Area, Property, and any adjoining lands now owned or hereinafter acquired by Grantor (using lanes, driveways, and adjoining public roads where practical as determined by Grantee).
2. Grantee shall have the right to trim, cut down, and remove from the Easement Area, at any time or times and using safe and generally accepted arboricultural practices, trees, limbs, undergrowth, other vegetation, and obstructions.
3. Grantee shall have the right to trim, cut down, and remove from the Property, at any time or times and using safe and generally accepted arboricultural practices, dead, diseased, weak, dying, or leaning trees or limbs, which, in the opinion of Grantee, might fall upon the Easement Area or interfere with the safe and reliable operation of the Facilities.
4. Grantee shall have the right to install necessary guy wires and anchors extending beyond the boundaries of the Easement Area.
5. Grantee shall have the right to relocate the Facilities and Easement Area on the Property to conform to any future highway or street relocation, widening, or alterations.
6. Grantor shall not place, or permit the placement of, any structures, improvements, facilities, or obstructions, within or adjacent to the Easement Area, which may interfere with the exercise of the rights granted herein to Grantee. Grantee shall have the right to remove any such structure, improvement, facility, or obstruction at the expense of Grantor.
7. Excluding the removal of vegetation, structures, improvements, facilities, and obstructions as provided herein, Grantee shall promptly repair or cause to be repaired any physical damage to the surface area of the Easement Area and Property resulting from the exercise of the rights granted herein to Grantee. Such repair shall be to a condition which is reasonably close to the condition prior to the damage, and shall only be to the extent such damage was caused by Grantee or its contractors or employees.
8. Grantee may increase or decrease the voltage and change the quantity and types of Facilities.
9. The rights granted in this Easement include the right to install Facilities wherever needed on the Property to serve future development on the Property and adjoining lands. Portions of the Facilities may be installed immediately and other portions may be installed in the future as the need develops. Facilities installed in the future shall be installed at locations mutually agreeable to the parties hereto if they are to be located outside of the Easement Area. Upon any future installations of Facilities at mutually agreed locations, the Easement Area shall be deemed to include such future locations.
10. All other rights and privileges reasonably necessary, in Grantee's sole discretion, for the safe, reliable, and efficient installation, operation, and maintenance of the Facilities.

The terms Grantor and Grantee shall include the respective heirs, successors, and assigns of Grantor and Grantee. The failure of Grantee to exercise or continue to exercise or enforce any of the rights herein granted shall not be construed as a waiver or abandonment of the right thereafter at any time, or from time to time, to exercise any and all such rights.

TO HAVE AND TO HOLD said rights, privilege, and easement unto Grantee, its successors, licensees, and assigns, forever. The rights and easement herein granted are exclusive as to entities engaged in the provision of electric energy service. Grantor warrants and covenants that Grantor has the full right and authority to convey to Grantee this perpetual Easement, and that Grantee shall have quiet and peaceful possession, use and enjoyment of the same.

IN WITNESS WHEREOF, Grantor has signed this Easement under seal effective this ____ day of _____, 2025.

Witnesses:

CITY OF EUSTIS
a Florida municipal corporation

_____
(Witness #1)
Printed Name: _____
Address: _____

_____
Willie Hawkins, Mayor

Grantor(s) Mailing Address:

PO Drawer 68
Eustis, Florida 32727

_____
(Witness #2)
Printed Name: _____
Address: _____

_____

Attest:

_____
Christine Halloran, City Clerk

STATE OF _____

COUNTY OF _____

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, this ____ day of _____, 2025 by Christine Halloran, City Clerk of corporation, a Florida municipal corporation, and that by authority duly given and as the act of said corporation, the foregoing EASEMENT was signed in its name by its Mayor, sealed with its official seal, and attested by herself/himself as its City Clerk. He/she is personally known to me or has produced _____ as identification.

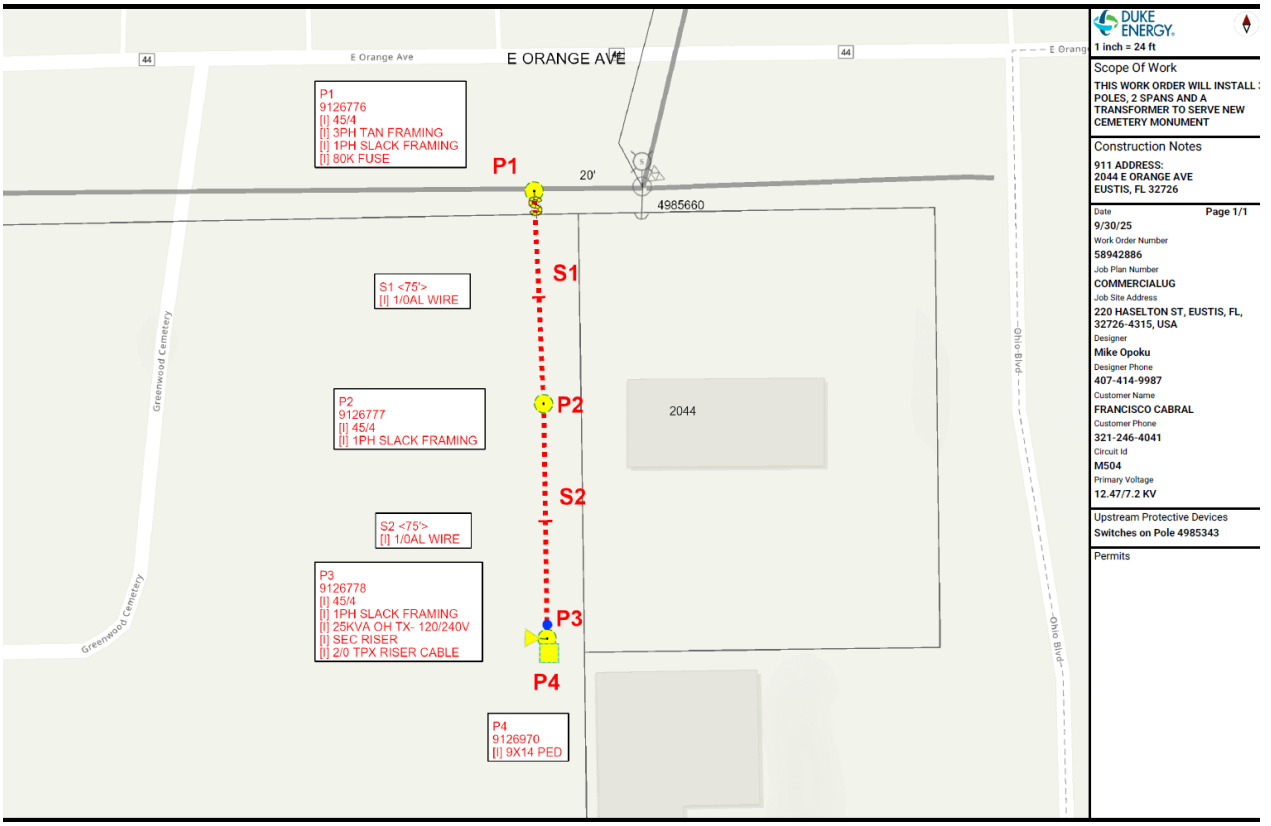
(Notary Seal)

Notary Public: _____
Printed/ Typed Name: _____
Commission Expires: _____

This instrument prepared by Manny R. Vilaret, Esquire, 10901 Danka Circle Suite C, St. Petersburg, FL 33716.

For Grantee's Internal Use:
Work Order #: 59498107-20 | 58942886 D

EXHIBIT “A” – Conceptual Facility Alignment (Duke Energy Work Order No. 58942886)



For Grantee's Internal Use:
Work Order #: 59498107-20 | 58942886 D

City of Eustis
P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

TO: EUSTIS CITY COMMISSION

FROM: Tom Carrino, City Manager

DATE: December 9, 2025

RE: Resolution Number 25-107: Authorizing Award of Bid Number 007-25 to GPS Civil Construction Group for Coolidge Street Improvements and Approving an Expenditure in Excess of $100,000

Introduction:

Resolution Number 25-107 approves an expenditure in excess of $100,000 for Coolidge Street Roadway construction services and authorizes the City Manager to execute all related agreements.

Background:

Coolidge Street is a non-continuous roadway between Bates Avenue and Getford Road, intersecting seven side streets that have historically experienced limited public and private infrastructure investment. These side streets include Virginia Avenue, Hollywood Avenue, Suanee Avenue, Dixie Avenue, Harlem Avenue, Pine Avenue, and Grant Avenue.

The City Commission approved Resolution 23-83, awarding the contract for Phase 1 of this project, which consisted of installing new water and sewer utilities along Getford Rd and the Coolidge Street corridor. The construction was completed on January 20, 2025. On October 5, 2023, City staff awarded RFQ No. 007-23 to Kimley-Horn and Associates, Inc. to design the roadway and stormwater improvements for Coolidge Street and the adjacent side streets. The final Coolidge Street Roadway and Stormwater design was completed and fully permitted on April 16, 2025. In addition, City Engineering Staff completed and fully permitted the design for water and sewer improvements on the seven side streets on July 29, 2025.

The overall improvements along the Coolidge Street corridor and its side streets will include new paved roadways, curbing, sidewalks, stormwater upgrades, fire protection enhancements. The installation of water and sewer service lines will take place on the seven (7) side streets.

Five bids were received by licensed contractors during the November 5, 2025 bid opening for the project. The total base bids from the five contractors ranged from a low of $6,485,995 to a high of $10,590,402.14. City staff is confident that they received competitive pricing and reasonable bids. GPS Civil Construction Group submitted the lowest total base bid of $6,485,995. In reviewing GPS Civil Construction Group's bid package, no deficiencies were noted. Kimley-Horn, the City's Engineer of Record, has completed all required reference checks and evaluations of the submitted bid documents and recommends awarding the construction contract to GPS Civil Construction Group.

The City's Purchasing Policies require that City Commission approve any purchase that exceeds $100,000.

Recommended Action:
Staff recommends approval of Resolution Number 25-107.

Policy Implications:
Not applicable.

Budget/Staff Impact:

This project is supported by a multi-agency funding strategy, including local, state, and federal partners. Funding partners include the City of Eustis, Lake County, the State of Florida, FDOT, FDEP, and the Community Development Block Grant (CDBG) program.

State and Federal Funding:

- Coolidge Street Roadway & Stormwater Improvements: To be funded in part by FY 23/24 State Appropriations through FDEP totaling $1,590,225.
- East-West Streets Roadway, Stormwater & Utility Improvements: To be funded in part by FY 25/26 State Appropriations through FDOT totaling $1,890,000.
- An additional $400,000 is provided through federal CDBG funding for eligible improvements.

Local Funding:
Remaining project costs beyond state and federal contributions will be funded through local funds. The approved Fiscal Year 2024-2025 and Fiscal Year 2025-2026 budget has allocated funds of $7,263,678 as follows:

010-8600-541-60-50	Rosenwald Gardens Roads	$3,474,100
048-8600-541-60-04	Community Dev. Block Grant	$400,000
066-8600-535-68-17	Rosenwald 7 Blocks Sewer	$1,450,000
042-8600-535-66-46	Coolidge Sewer Main Expansion	$60,600
048-8600-541-60-02	Florida Dept. of Transportation	$1,878,978

The award bid for the project is $6,485,995.00, leaving $777,083.00 in the CIP budget. This remaining amount provides approximately 12% contingency for any unforeseen construction issues. Any funds remaining at the completion of the project will be returned to fund balance. Once the construction project is completed, the City will receive reimbursement from the FY 23/24 and FY 25/26 State Appropriations through FDEP and FDOT, as well as federal reimbursement through CDBG. After all state and federal reimbursements are applied for a total of $3,880,225, the City's net cost for the project will be $2,605,770.

Business Impact Estimate:
Not applicable.

Prepared By:
Daniel Millan, Staff Engineer – Public Utilities

Reviewed By:
Rick Gierok, Engineering and Capital Improvement Projects – City Engineer
Lori Carr, Director of Finance

Attachments:
Resolution Number 25-107

Available Upon Request:
GPS Civil Construction Group Proposal for Coolidge Street Roadway and Stormwater Improvements
Engineer of Record's Recommendation of Award Letter

RESOLUTION NUMBER 25-107

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA, AUTHORIZING AWARD OF BID NUMBER 007-25 TO GPS CIVIL CONSTRUCTION GROUP FOR COOLIDGE STREET IMPROVEMENTS AND APPROVING AN EXPENDITURE IN EXCESS OF $100,000.

WHEREAS, the City desires to improve the roadway utility services in along Coolidge St and its seven (7) side streets, these side streets include Virginia Avenue, Hollywood Avenue, Suanee Avenue, Dixie Avenue, Harlem Avenue, Pine Avenue, and Grant Avenue; and

WHEREAS, the City's overall improvements along the Coolidge Street corridor and its side streets will include new paved roadways, curbing, sidewalks, stormwater upgrades, fire protection enhancements. The installation of water and sewer service lines will take place on the seven (7) side streets; and

WHEREAS, the City of Eustis, Florida advertised invitations to bid (City of Eustis Bid Number 007-25) for the Coolidge Street Improvements Project in accordance with City Purchasing Policies; and

WHEREAS, the City received and opened five (5) individual responses to said Invitation to Bid on November 5, 2025; and

WHEREAS, GPS Civil Construction Group is the lowest responsive, responsible bidder for the construction plans and possesses the required qualifications to perform the construction services necessary and to provide products and equipment as noted in the design specifications; and

WHEREAS, the City's approved Fiscal Year 2024-2025 and Fiscal Year 2025-2026 Budget includes $7,263,678 for the purchase of construction services for the Coolidge Street Utility Improvements Project that includes 12% Contingency; and

WHEREAS, the Coolidge Street Roadway, Stormwater & Utility Improvements Project is funded through a combination of local, state, and federal sources, including Fiscal Year 2023-2024 State Appropriations through FDEP in the amount of $1,590,225, Fiscal Year 2025-2026 State Appropriations through FDOT in the amount of $1,890,000, and $400,000 in federal CDBG funding; and

WHEREAS, the City of Eustis Purchasing Ordinance requires that the City Commission approve any purchase in excess of $100,000;

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Eustis, Lake County, Florida, that:

(1) The City Commission hereby authorizes the award of Bid Number 007-25 to GPS Civil Construction Group in the amount of $6,485,995 for the Coolidge Street Improvements Project; and

(2) The City Commission hereby authorizes the City Manager to execute all agreements and contracts associated with the approved purchase; and

(3) This resolution shall become effective immediately upon passing.

DONE AND RESOLVED, this 9th day of December 2025, in regular session of the City Commission of the City of Eustis, Lake County, Florida.

CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA

Willie L. Hawkins
Mayor/Commissioner

ATTEST:

Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

STATE OF FLORIDA
COUNTY OF LAKE

The foregoing instrument was acknowledged before me, by means of physical presence, this 9th day of December 2025, by Willie L. Hawkins, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

Notary Public - State of Florida
My Commission Expires:
Notary Serial No:

CITY ATTORNEY'S OFFICE

This document has been reviewed and approved as to form and legal content, for use and reliance of the City Commission of the City of Eustis, Florida.

City Attorney's Office Date

CERTIFICATE OF POSTING

The foregoing Resolution Number 25-107 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

_____

Christine Halloran, City Clerk

City of Eustis
P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

TO: EUSTIS CITY COMMISSION

FROM: Tom Carrino, City Manager

DATE: December 9, 2025

RE: Resolution Number 25-108: Authorizing Acceptance of Fiscal Year 2025-2026 FDOT Legislative Appropriation for the Coolidge Street Improvements Project

Introduction:
Resolution Number 25-108 formally accepts the Fiscal Year 2025-2026 FDOT Legislative Appropriation for the Coolidge Street Improvements Project, authorizes the City Manager to execute the forthcoming State-Funded Grant Agreement and any related agreements, and authorizes the necessary budget amendments and transfers to recognize and appropriate the grant funding.

Background:
In the Fiscal Year 2025–2026 State of Florida budget, the Coolidge Street Roadway and Stormwater Improvements received a legislatively adopted appropriation through the Florida Department of Transportation (FDOT). The City has received written confirmation from FDOT stating the City has been selected for this legislative appropriation and that the funding status is classified as “Adopted.”

This appropriation provides $1,890,000 in State funding through FDOT toward the East–West Streets Roadway, Stormwater, and Utility Improvements portion of the overall Coolidge Street Corridor Project. FDOT is currently finalizing the State-Funded Grant Agreement, which is the standard contract used for state appropriations and includes all required terms and conditions. FDOT has indicated that the draft agreement for this appropriation will be available in early January 2026. While the contract documents are still being assembled by FDOT, the underlying funding has been formally adopted by the Legislature, placed into FDOT’s Work Program, and allocated to the City. Once the State-Funded Grant Agreement is received by FDOT, City Staff will return to the City Commission for formal review and approval.

A separate Resolution Number 25-107 is being presented concurrently to award the construction contract to the selected contractor in the amount of $6,485,995. Acceptance of the legislative appropriation at this time allows the City to recognize and commit the adopted state funding toward the Coolidge Street improvements, ensure alignment with the adopted FDOT Work Program, maintain the project schedule and budget structure presented during the bid award process, and authorize the necessary budget amendments to recognize the ***state*** funding and align it with the City’s Fiscal Year 2025-2026 Capital Improvement Program.

Recommended Action:
Staff recommends approval of Resolution Number 25-108.

Policy Implications:
Not applicable.

Budget/Staff Impact:

The $1,890,000 State appropriation will be incorporated into the project's multi-agency funding structure, which also includes FY 23/24 FDEP appropriations, CDBG funding, and city funds, as outlined below:

- Coolidge Street Roadway & Stormwater Improvements: To be funded in part by FY 23/24 State Appropriations through FDEP totaling $1,590,225.
- East-West Streets Roadway, Stormwater & Utility Improvements: To be funded in part by FY 25/26 State Appropriations through FDOT totaling $1,890,000.
- An additional $400,000 is provided through federal CDBG funding for eligible improvements.

To properly account for the Fiscal Year 2025-2026 FDOT Legislative Appropriation, City staff will establish Account 048-8600-541-60-02 for the purpose of tracking and administering the FDOT funding. This account will be used to house the $1,878,978 in *state* appropriation revenues allocated to the Coolidge Street and Side Streets Improvements and to record all eligible expenditures associated with reimbursement requests. Establishing this account ensures that the City maintains a clean financial audit trail, preserves compliance with FDOT Work Program requirements, and facilitates timely reimbursement of the full appropriation amount.

Upon completion of the project, the City will receive reimbursement from the Fiscal Year 2023-2024 and Fiscal Year 2025-2026 State Appropriations through FDEP and FDOT, as well as federal reimbursement through CDBG. After all state and federal reimbursements are applied for a total of $3,880,225, the City's net cost for the project will be $2,605,770.

Business Impact Estimate:
Not applicable.

Prepared By:
Daniel Millan, Staff Engineer – Public Utilities

Reviewed By:
Rick Gierok, Engineering and Capital Improvement Projects – City Engineer

Attachments:
Resolution Number 25-108

Available Upon Request:
FDOT 456989-1-54-01 Notification of Selection for Fiscal Year 2025-2026 Legislative Appropriation Email

RESOLUTION NUMBER 25-108

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA, AUTHORIZING ACCEPTANCE OF FISCAL YEAR 2025-2026 FDOT LEGISLATIVE APPROPRIATION FOR THE COOLIDGE STREET IMPROVEMENTS PROJECT.

WHEREAS, the State of Florida Fiscal Year 2025–2026 Budget includes a legislatively adopted appropriation through the Florida Department of Transportation (FDOT) for the Coolidge Street Roadway and Stormwater Improvements Project; and

WHEREAS, the City has received written confirmation from FDOT stating that the City has been selected for this legislative appropriation and that the funding status is classified as “Adopted”; and

WHEREAS, the Fiscal Year 2025-2026 FDOT Legislative Appropriation provides $1,890,000 in State funding to support Roadway, Stormwater, and Utility Improvements portion of the Coolidge Street (east-west) side-streets; and

WHEREAS, FDOT is finalizing the State-Funded Grant Agreement for this appropriation, and the draft agreement is expected to be provided to the City in early January 2026; and

WHEREAS, acceptance of the appropriation at this time will allow the City to recognize and commit the adopted State funding, maintain alignment with the FDOT Work Program, and ensure consistency with the project schedule and funding plan; and

WHEREAS, City staff will establish Account 048-8600-541-60-02 for the purpose of receiving, tracking, and administering the FDOT appropriation, ensuring full compliance with FDOT requirements and maintaining a complete audit trail;

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Eustis, Lake County, Florida, that:

(1) The City Commission hereby authorizes acceptance of Fiscal Year 2025-2026 Florida Department of Transportation Legislative Appropriation for the Coolidge Street Improvements Project; and

(2) The City Commission hereby authorizes establishment of Account 048-8600-541-60-02 for necessary compliance purposes; and

(3) The City Commission hereby authorizes the City Manager to execute the FDOT State-Funded Grant Agreement and all related agreements; and

(4) This resolution shall become effective immediately upon passing.

DONE AND RESOLVED, this 9th day of December 2025, in regular session of the City Commission of the City of Eustis, Lake County, Florida.

CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA

Willie L. Hawkins
Mayor/Commissioner

ATTEST:

Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

STATE OF FLORIDA
COUNTY OF LAKE

The foregoing instrument was acknowledged before me, by means of physical presence, this 9th day of December 2025, by Willie L. Hawkins, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

Notary Public - State of Florida
My Commission Expires:
Notary Serial No:

CITY ATTORNEY'S OFFICE

This document has been reviewed and approved as to form and legal content, for use and reliance of the City Commission of the City of Eustis, Florida.

City Attorney's Office Date

CERTIFICATE OF POSTING

The foregoing Resolution Number 25-108 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Christine Halloran, City Clerk

City of Eustis
P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

TO: Eustis City Commission

FROM: Tom Carrino, City Manager

DATE: December 9, 2025

RE: Resolution Number 25-109: Approval of Addendum Number 1 to the Commercial Lease Agreement with W.I.N. 1 Ministries, Inc. for 301 West Ward Avenue

Introduction
Resolution Number 25-109 requests approval of Addendum Number 1 to the Commercial Lease Agreement between the City of Eustis and W.I.N. 1 Ministries, Inc. The Addendum extends the existing lease through December 31, 2027.

Background
On November 2, 2023, under Resolution Number 23-100, the City Commission previously approved a Commercial Lease Agreement with W.I.N. 1 Ministries, Inc. The lease established a two-year term, commencing on January 1, 2024, and expiring on December 31, 2025.

W.I.N. 1 Ministries has requested a two-year extension. The extension maintains all existing terms, including monthly rent of $4,000, tenant responsibility for landscape maintenance, continued City access to the employee fitness center, and public parking rights.

Addendum Number 1 updates Section 1.1 – Term of Lease, extending the lease through December 31, 2027, with all other terms unchanged.

Alternatives

1. Approve Resolution Number 25-109.
2. Deny Resolution Number 25-109.
3. Modify the proposed Addendum (subject to tenant concurrence).

Recommendation
Staff recommends approval of Resolution Number 25-109 authorizing execution of Addendum Number 1.

Fiscal Impact
Lease revenue will remain $48,000.00 annually, totaling approximately $96,000.00 over the extended two-year period (2026–2027).

Business Impact Estimate
Not applicable.

Attachments
Resolution Number 25-109 with Exhibit A – Addendum Number 1
Original Lease Agreement

Prepared By
Sasha Garcia, City Attorney

Reviewed By
Tom Carrino, City Manager

RESOLUTION NUMBER 25-109

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA, APPROVING AND AUTHORIZING THE CITY MANAGER TO EXECUTE ADDENDUM NUMBER 1 TO THE COMMERCIAL LEASE AGREEMENT WITH W.I.N. 1 MINISTRIES, INC., EXTENDING THE LEASE TERM FOR CITY-OWNED PROPERTY LOCATED AT 301 WEST WARD AVENUE; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on November 2, 2023, pursuant to Resolution Number 23-100, the City Commission approved a Commercial Lease Agreement with W.I.N. 1 Ministries, Inc.; and

WHEREAS, the approved Lease established a two-year term beginning January 1, 2024 and ending December 31, 2025; and

WHEREAS, W.I.N. 1 Ministries, Inc. has requested a two-year extension of the Lease; and

WHEREAS, the City Commission finds the continued use of the facility to be in the public interest and consistent with the City's goals for community services; and

WHEREAS, the City Commission has reviewed Addendum Number 1, attached hereto as Exhibit A, amending Section 1.1 of the Lease to extend the term through December 31, 2027; and

WHEREAS, the City Commission desires to authorize the City Manager to execute Addendum Number 1 on behalf of the City.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA:

Section 1. The foregoing recitals are hereby adopted and incorporated by reference as findings of the City Commission.

Section 2. Addendum Number 1 to the Commercial Lease Agreement with W.I.N. 1 Ministries, Inc., attached hereto as Exhibit A, is hereby approved.

Section 3. The City Manager is authorized to execute Addendum Number 1 and any related documents necessary to effectuate the intent of this Resolution.

Section 4. All resolutions or parts thereof in conflict herewith are hereby repealed to the extent of such conflict.

Section 5. If any provision of this Resolution is held invalid, the remaining provisions shall remain in full force and effect.

Section 6. This Resolution shall become effective immediately upon adoption.

PASSED, ORDAINED, AND ADOPTED in Regular Session of the City Commission of the City of Eustis, Florida, this 9th day of December 2025.

CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA

_____
Willie L. Hawkins
Mayor/Commissioner

ATTEST:

_____
Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

STATE OF FLORIDA
COUNTY OF LAKE

The foregoing instrument was acknowledged before me, by means of physical presence, this 9th day of December 2025 by Willie L. Hawkins, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

_____
Notary Public - State of Florida
My Commission Expires:
Notary Serial Number:

CITY ATTORNEY'S OFFICE

This document is approved as to form and legal content for reliance and use by the Eustis City Commission.

_____ _____
City Attorney's Office Date

CERTIFICATE OF POSTING

The foregoing Resolution Number 25-109 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

_____
Christine Halloran, City Clerk

EXHIBIT A

ADDENDUM NUMBER 1 TO COMMERCIAL LEASE AGREEMENT
City of Eustis – WIN 1 Ministries, Inc.
(Extending Lease Term to December 31, 2027)

This Addendum Number 1 ("Addendum") to the Commercial Lease Agreement ("Lease") is made and entered into this 9TH day of December, 2025, by and between the City of Eustis, Florida, a Florida municipal corporation ("Landlord"), and W.I.N. 1 Ministries, Inc., a Florida Not-For-Profit Corporation ("Tenant").

RECITALS

WHEREAS, the Landlord and Tenant entered into a Commercial Lease Agreement dated November 2, 2023, for the premises located at 301 West Ward Avenue, Eustis, Florida ("Lease"); and

WHEREAS, the City Commission approved the original Lease pursuant to Resolution Number 23-100; and

WHEREAS, the Lease established a two-year term ending December 31, 2025; and

WHEREAS, the Tenant has requested, and the Landlord desires, to extend the Lease term for an additional two (2) years; and

WHEREAS, the City Commission approved this Addendum pursuant to Resolution Number 25-109, authorizing the City Manager to execute this Addendum; and

WHEREAS, the parties intend this Addendum to modify only the Lease term, with all other terms and conditions of the Lease remaining unchanged.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties agree as follows:

1. **Amendment to Section 1.1 – Term of Lease**

Section 1.1 Term of Lease of the Commercial Lease Agreement is hereby amended in its entirety to read as follows:

> "1.1 Term of Lease.
> The term of this Lease shall be for a period of four (4) years, commencing on January 1, 2024, at 12:01 a.m., and ending at midnight on December 31, 2027, unless terminated sooner as provided herein."

2. **No Other Changes; Addendum Controls in Event of Conflict**

Except as expressly amended herein, all other terms, covenants, obligations, and conditions of the Lease shall remain in full force and effect. In the event of any conflict between this Addendum and the Lease, this Addendum shall control.

3. Authority to Sign

Each party represents and warrants that the individual executing this Addendum on its behalf is duly authorized to do so and to bind the respective party.

4. Effective Date

This Addendum shall become effective upon execution by both parties.

SIGNATURES

LANDLORD
CITY OF EUSTIS

By: _____
Tom Carrino, City Manager

State of Florida
County of Lake

The foregoing instrument was acknowledged before me this ____ day of December, 2025, by means of physical presence by Tom Carrino, as City Manager of the City of Eustis, who is personally known to me.

_____
Notary Public - State of Florida
My Commission Expires:
Notary Serial Number:

TENANT
W.I.N. 1 Ministries, Inc.

By: _____
Pastor Renee Hill, Authorized Officer

State of Florida
County of Lake

The foregoing instrument was acknowledged before me this ____ day of December 2025, by means of physical presence by Pastor Renee Hill, as Authorized Officer of W.I.N. 1 Ministries, Inc., who is personally known to me or has produced _____ as identification.

_____
Notary Public - State of Florida
My Commission Expires:
Notary Serial Number:

Commercial Lease

This Lease is made and entered into on November 2, 2023, between the City of Eustis, a Florida municipality ("Landlord"), and W.I.N. 1 Ministries, Inc., a Florida Not For Profit Corporation ("Tenant"). Tenant has requested and Landlord has agreed to lease the following property and the improvements located thereon under the terms and provisions hereinafter set forth:

Address: 301 West Ward Avenue, Eustis, FL 32726

The above-described property and the improvements located thereon are hereinafter referred to as the "leased premises".

I. Term

1.1 Term of Lease. The term of this lease shall be for a period of two (2) years, commencing on January 1, 2024 at 12:01 a.m., and ending at midnight on December 31, 2025, unless terminated sooner as provided herein.

II. Rent

2.1 Minimum Annual Rent. Tenant shall pay to Landlord the minimum annual rent of $48,000.00 for the leased premises in lawful money of the United States at City of Eustis, P.O. Drawer 68, Eustis, FL 32727-0068 or such place as Landlord may otherwise designate in writing.

2.2 Rent Payment. Tenant shall pay to Landlord the minimum annual rent in monthly installments of $4,000.00, plus applicable sales tax, if any, and it shall be paid in advance on the first (1st) day of each calendar month during the term of this lease.

2.3 Late Payment Charge. Tenant will be assessed a late payment charge equal to five percent (5%) of the monthly payment due and payable for any monthly payment received after the tenth (10th) day of the month in which the payment is due and payable, which charge becomes immediately due and payable.

2.4 Sales Tax. In addition to the above rent, Tenant will pay Landlord any applicable sales taxes, if any, which may be imposed on rents to be received by the Landlord.

2.5 Proration of Rent. If Landlord delivers possession on a day other than the first (1st) day of the month, Tenant will occupy the leased premises under the terms of this lease and, the pro-rata portion of the monthly rent for said month will be paid upon Landlord's delivery of possession.

III. Repairs And Maintenance

3.1 Repairs and Maintenance to the Exterior. Landlord shall provide normal maintenance to the exterior of the leased premises, including but not limited to, repairs to the exterior of the building of which the leased premises are part of, such as repairs to the roof, exterior walls, foundations, floor construction, pipes and conduits leading to the leased premises from utility installations, sidewalks, parking areas and curbs. The Landlord shall pay for repairs costing $500.00 or more, and the Tenant shall pay for repairs costing less than $500.00. If Landlord is required to make any repairs by reason of Tenant's negligent acts or omissions to act, Landlord may add the cost of such repairs to the rent which shall thereafter become due and payable.

3.2 Repairs and Maintenance to the Interior. Landlord shall provide normal maintenance to the interior of the leased premises, including, but not limited to, repairs to the plumbing, electrical, air conditioning and lighting systems within the leased premises. Tenant shall at all times keep the leased premises and all partitions, doors, floor surfaces, fixtures, equipment and appurtenances thereof in good order, condition and repair, and in a reasonably satisfactory condition of cleanliness, including reasonable periodic painting of the interior of the leased premises. The Landlord shall pay for repairs costing $500.00 or more, and the Tenant shall pay for repairs costing less than $500.00. If Landlord is required to make any repairs by reason of Tenant's negligent acts or omissions to act, Landlord may add the cost of such repairs to the rent which shall thereafter become due and payable.

Notwithstanding anything contained herein, Tenant shall not be responsible for any failure of the building structure caused by ground erosion, settlement or instability of the ground or foundation so long as such failure was not caused by a negligent act of Tenant.

3.3 Landscaping Maintenance. Tenant shall be responsible for landscape maintenance of the leased premised.

IV. Signs

4.1 Tenant may erect and maintain a sign only upon written approval of Landlord. Landlord shall not unreasonably withhold approval for the placing of signs. Tenant shall be responsible for obtaining and paying for all permits required for the erection of any sign. Tenant shall replace or repair all signage as necessary to maintain same in good working order. Tenant shall remove all signage at the end of the lease term and repair any damage to the premises caused by the installation and removal of the signage.

V. Use Of Premises

5.1 The leased premises may be used by Tenant for any lawful purposes whatsoever. Further, Tenant shall not violate any applicable local, county, federal or state laws, rules, regulations, and ordinances applicable to the use and occupancy of the leased premises, or restrictions recorded in the public records, as applicable.

5.2 Employee Fitness Center. The leased premises contains the Landlord's employee fitness center. As a condition of this lease, the Tenant has agreed the Landlord's employees shall have access to the portion of the leased premises where the employee fitness center is located to allow for its continued use by said employees.

5.3 Adjacent Parking Lot – Public Access. The adjacent parking lot to the leased premises shall remain available for public use. The Tenant may also use the adjacent parking lot. The Landlord shall maintain the adjacent parking lot.

VI. Assignment And Subletting

6.1 Without the prior written consent of Landlord, Tenant shall not assign this lease, or sublet or grant any concession or license to use the leased premises or any part thereof. The consent by Landlord to one assignment, subletting, concession, or license shall not be deemed to be a consent to any subsequent assignment, subletting, concession, or license. An assignment, subletting, concession, or license without the prior written consent of Landlord, or an assignment

or subletting by operation of law, shall be void and shall, at Landlord's option, terminate this lease.

This section does not prohibit room or special event rentals.

VII. Alterations, Improvements and Liens

7.1 Tenant shall make no alterations to the building on the leased premises or the parking lot or construct any building or make other improvements on the leased premises without the prior written consent of Landlord, and such consent shall not be unreasonably withheld. All alterations, changes, and improvements built, constructed or placed on the leased premises by Tenant, with the exception of movable personal property, shall, unless otherwise provided by written agreement between Landlord and Tenant, be the property of Landlord and remain on the leased premises at the expiration or termination of this lease.

7.2 Tenant has no power to do any act or acts to make or enter into any contract that may create or be the foundation for any lien, mortgage or other encumbrance on the reversion or other estate of Landlord, or of any interest of Landlord in the leased premises or in the buildings or improvements thereon without the prior written consent of Landlord. Should Tenant cause any alterations, rebuilding, replacements, changes, additions, improvements or repairs to be made to the leased premises, or cause any labor to be performed or material to be furnished therein, thereon or thereto, neither Landlord nor the leased premises shall under any circumstances be liable for the payment of any expense incurred or for the value of any work done or material furnished. Tenant shall be solely and wholly liable for the cost and responsible for all such alterations, rebuilding, replacements, changes, additions, improvements, and repairs caused by Tenant, and contractors, labor and material utilized therein.

If any act or omission (or alleged act or omission) of Tenant results in any construction or mechanic's or other lien, charge or order for the payment of money shall be filed against the leased premises or any building or improvement thereon, or against Landlord or any conditional bill of sale or chattel mortgage shall be filed for or affecting any equipment or any materials used in the construction or alteration of any such building or improvement (whether or not such lien, charge or order, condition, bill of sale or chattel mortgage is valid or enforceable as such), then Tenant shall at its own cost and expense cause the same to be canceled and discharged of record or bonded within thirty (30) days after the date of filing thereof. Any discharge, cancellation or bonding of any lien, encumbrance, charge, or order for payment must be presented by Tenant in writing with the proper supporting documentation to Landlord. Failure to perform hereunder shall be deemed an event of default under this lease.

VIII. Utilities And Ad Valorem Taxes

8.1 Utility Services. Tenant shall be responsible for arranging and paying for all utility services required on the leased premises including but not limited to electricity, water/sewer, and garbage services. Tenant shall post the necessary deposits to obtain utilities service.

8.2 Ad Valorem Taxes. Tenant represents and warrants that it is a not-for-profit Florida Corporation and has 501(c)(3) tax exempt status with the United States Internal Revenue Service. If there are any taxes, Tenant shall be responsible for and pay all ad valorem real property taxes and any personal property taxes assessed or levied against the leased premises and improvements located thereon and the equipment, furnishings, inventory and other tangible personal property located therein, during the entire term of this lease.

Landlord shall furnish to Tenant all ad valorem real property tax bills received by Landlord promptly upon Landlord's receipt of same. In addition to ad valorem real and personal property taxes, Tenant shall be solely responsible for payment of all regular and special assessments imposed by the applicable owner's association and shall pay all sales or other taxes that are due on any payments made, in any form, under this lease.

In the event any governmental authority having jurisdiction shall levy any assessments against any property comprising the leased premises for public betterments or improvements, Tenant shall also pay to Landlord as additional rent the full amount of such assessment. Landlord shall have the option to take the benefit of the provisions of any statute or ordinance allowing assessments to be paid over a period of time. Nothing herein contained shall be construed to include within the term "taxes" or "assessments" any inheritance, estate, succession, transfer, gift, franchise, corporation or income taxes that is or may be imposed upon Landlord; provided, however, that if any time prior to or during the term of this lease the methods of taxation prevailing at the date of this lease shall be altered so that in addition to, in lieu of, or as a substitute for the whole or any part of the taxes or assessments now levied, assessed or imposed on real estate as such there shall be levied, assess or imposed (i) a tax on or measured by the rents received from such real estate, or (ii) a tax or license fee imposed on Landlord that is otherwise measured or based in whole or in part on the leased premises, then the same shall be included in the taxes and assessments under this section, but only in such amounts as would be payable by Landlord if the leased premises was the only property of Landlord subject to such taxes or fees.

In addition to the rent, additional rent, and any other sums or charge provided for herein, Tenant shall pay all applicable sales, use or other tax thereon or on any other sum due under this lease.

IX. Entry For Inspection And Repairs

9.1 Landlord shall have the right to enter the leased premises at all reasonable hours to (i) make inspections, and (ii) whenever necessary, to make repairs and alterations to the leased premises.

X. Waste, Nuisance, Or Unlawful Use

10.1 Tenant agrees that it shall not commit waste on the leased premises, or maintain or permit to be maintained a nuisance thereon, or use or permit the leased premises to be used in an unlawful manner.

XI. Destruction Of Premises And Eminent Domain

11.1 In the event the leased premises are destroyed or rendered permanently untenantable by fire, storm, or earthquake, or other casualty not caused by the negligence of Tenant, or if the same are taken by eminent domain, this lease shall terminate except for the purpose of enforcing rights that may have accrued hereunder.

11.2 Should only a part of the leased premises be destroyed or rendered untenantable by fire, storm, earthquake, or other casualty not caused by the negligence of Tenant, the rent shall abate in the proportion which the injured part or portion of the leased premises bears to the whole leased premises, and such part so injured shall be restored by Landlord as speedily as practicable, after which the full rent shall recommence and the lease continue according to its terms.

11.3 A condemnation award shall belong exclusively to Landlord.

XII. Waivers

12.1 A waiver by Landlord of a breach of any covenant or duty of Tenant under this lease can only be done in writing.

XIII. FIRST RIGHT OF REFUSAL TO PURCHASE

13.1 If during the term of this lease the Landlord proposes to sell the property subject to this Agreement, the Tenant shall have the right to purchase the property described herein. The sale price will be determined at the time of proposed sale by mutual agreement of the parties. Landlord shall not sell the property to anyone for less than the lowest price offered to Tenant without giving Tenant the option to the lowest price offered to any third party.

XIV. Notices

14.1 All notices, demands, or other writings in this lease provided to be given or made or sent, or which may be given or made or sent, by either party hereto to the other, shall be deemed to have been fully given or made or sent when made in writing and deposited in the United States mail and addressed as follows:

To Landlord: Tom Carrino, City Manager
City of Eustis
P.O. Drawer 68
Eustis, FL 32727-0068

To Tenant: Pastor Renee Hill
W.I.N. 1 Ministries, Inc.
2301 Foxtree Road
Tavares, FL 32778

XV. Default

15.1 Tenant shall have breached this lease and shall be considered in default hereunder if (i) involuntary proceedings are instituted against Tenant under any bankruptcy act, (ii) Tenant fails to pay any rent within ten (10) days from the date the rent is due, or (iii) Tenant fails to perform or comply with any of the covenants or conditions of this lease and such failure continues for a period of ten (10) days, or (iv) if any judgment, claim of lien or any attachment or execution against any of the leased premises for any amount, resulting from any action, inaction or omission on the part of Tenant, remains unpaid, unstayed, or undismissed for a period of more than thirty (30) days. Notwithstanding the foregoing, Tenant shall not be in default hereunder as long as any construction liens or other encumbrances which may be filed against the leased premises, resulting from any action, inaction or omission on the part of Tenant, are released or bonded off within 30 days of the filing of the construction lien or other encumbrance.

15.2 Should Landlord take possession pursuant to legal proceedings or pursuant to any notice provided for by law, it may either terminate this lease or it may, without terminating this lease, relet the leased premises or any part thereof for such term or terms and at such rental or rentals and on such other terms and conditions as Landlord in their sole discretion may deem advisable

with a right to make alterations and repairs to the leased premises. On each such reletting (a) Tenant shall be immediately liable to pay Landlord, in addition to any indebtedness other than rent due hereunder, the expense of such reletting and for such alterations and repairs incurred by Landlord, and the amount, if any, by which the rent reserved in this lease for the period of such reletting exceeds the amount agreed to be paid as rent for the leased premises for such period on such reletting; or (b) at the option of Landlord, rents received by Landlord from such reletting shall be applied, first, to the payment of any indebtedness, other than rent due hereunder from Tenant to Landlord; second, to the payment of any expenses of such reletting and of such alteration and repairs; third, to the payment of rent due and unpaid hereunder and the residue, if any, shall be held by Landlord and applied in payment of future rent as the same may become due and payable hereunder. If Tenant has been credited with any rent to be received by such reletting under option (a) hereof, and such rent shall not be promptly paid to Landlord by the new Tenant, or if such rentals received from such reletting under option (b) hereof during any month are less than that to be paid during that month by Tenant hereunder, Tenant shall pay any such deficiency to Landlord. Such deficiency shall be calculated and paid monthly. No such re-entry or taking possession of the premises by Landlord shall be construed as an election on the part of Landlord to terminate this lease unless the written notice of such intention is given to Tenant or unless the written notice of such intention is given to Tenant or unless the termination thereof be decreed by a court of a competent jurisdiction.

Notwithstanding any such reletting without termination, Landlord may at any time thereafter elect to terminate this lease for such previous breach. Should Landlord at any time terminate this lease for any breach, in addition to any other remedy they may have, they may recover from Tenant all damages they may incur by reason of such breach, including the cost of recovering the leased premises and including the worth at the time of such termination of the excess, if any, of the amount of rent and charges equivalent to the rent reserved in this lease for the remainder of the stated term over the then reasonable rental value of the leased premises for the remainder of the stated term, all of which amounts shall be immediately due and payable from Tenant to Landlord.

15.3 Notwithstanding the foregoing, in the event Tenant defaults under any terms of this lease, Landlord may elect on written notice to Tenant to accelerate all payments of monies due Landlord during the term of this lease, which payments will be immediately due and payable in full without further notice to Tenant.

15.4 Tenant shall be responsible for and shall pay any and all attorney's fees and cost incurred by Landlord arising out of the enforcement of this lease, whether or not litigation, which includes appeals and bankruptcy, be brought, or arising from the enforcement of any rights and remedies afforded Landlord by this lease and Florida law.

15.5 By signing this Agreement, Tenant hereby agrees that upon surrender or abandonment, as defined by the Florida Statutes, Landlord shall not be liable or responsible for storage or disposition of Tenant's personal property.

XVI. Entire And Binding Agreement

16.1 This lease contains all of the agreements between the parties hereto, and it may not be modified in any manner other than by agreement in writing signed by all the parties hereto or their successors and assigns. The terms, covenants, and conditions contained herein shall inure to the benefit of and be binding upon Tenant and Landlord and their respective successors and assigns, except as may be otherwise expressly provided in this lease.

XVII. Insurance

17.1 Tenant shall be responsible for maintaining comprehensive insurance on Tenant's contents and equipment if tenant desires insurance on Tenants content and equipment. Tenant shall also be responsible for maintaining appropriate levels of comprehensive liability insurance protecting Tenant against all claims or demands that may arise or be claimed on account of Landlord's use of the leased premises, injuries to persons in the event of an accident on the leased premises, and damages against the property situated on the leased premises. Landlord shall insure the premises and building.

XVIII. Tenant's Acceptance Of Leased Premises

18.1 Tenant acknowledges that Tenant has examined the leased premises, including but not limited to, the land, improvements located thereon and fixtures on or in the leased premises, and agrees to accept the same in an "AS IS" condition as of January 1, 2024, without any further responsibilities on the part of Landlord for any construction, repairs, alterations, or additions unless otherwise specifically stated in this lease or as agreed upon by both parties.

18.2 Tenant represents to Landlord that Tenant has made all investigations deemed necessary by Tenant and that Tenant is familiar with the leased premises and has made a complete physical inspection thereof, and has conducted such independent investigations as Tenant deems necessary or appropriate concerning the leased premises. Tenant hereby recognizes that Tenant is relying solely on its own inspection, investigation and analysis of the foregoing matters in leasing the leased premises and not relying in any way on any representations, warranties, studies, reports, descriptions, guidelines or other information or material furnished by Landlord, whether oral or written, express or implied, of any nature whatsoever regarding any of the foregoing matters.

18.3 Landlord makes no warranty of any type, either express or implied, as to the physical condition of the leased premises, including but not limited to, the roof and other structural components and improvements. Landlord has received no notice form any governmental agency as to a currently uncorrected building or safety code violation.

XIX. Time Of The Essence

19.1 Time is of the essence of this lease, and of each and every covenant, term, condition and provision hereof.

XX. Subordination Of Lease

20.1 Although no instrument or act on the part of Tenant shall be necessary to effectuate such subordination, Tenant will, nevertheless, execute and deliver such further instruments subordinating this lease to the lien of all such mortgages as may be desired by the mortgagee.

XXI. Radon Gas Disclosure

21.1 Radon Gas. Radon Gas is a naturally occurring radioactive gas, that when it has accumulated in a building in sufficient quantities, may present health risks to persons who are exposed to it over a period of time. Levels of radon that exceed federal and state guidelines have been found in buildings in Florida. Additional information regarding radon and radon testing may be obtained from your county public health unit.

XXII. Severability

22.1 In the event any section of this lease shall be held to be invalid, all remaining provisions shall remain in full force and effect.

XXIII. Hold Harmless And Indemnification

23.1 Tenant shall indemnify and hold harmless Landlord from and against any loss, damage, liability, injury, claim, demand, costs and expense (including legal expenses) by or on behalf of any person or entity, including but not limited to Tenant connected with either (i) Tenant's use, operation or condition hereafter of the leased premises, (ii) the failure of Tenant to perform any of the terms or conditions of this lease, (iii) any injury or damage occurring on or about the leased premises, (iv) failure to comply with any law, rule or regulation of any governmental authority, (v) any construction lien or security interest filed against the leased premises, or (vi) any negligent or willful act or omission by Tenant, or any of its agents, contractors, servants, employees, licensees, customers, guest or invitee, or (vii) injury to or death of any person (including without limitation, the public) or loss or damage to any property. This will be as to the extent of the insurance.

XXIV. Recording

24.1 This lease shall not be recorded in any public records. Should Tenant record this lease in the public records of the county in which the leased premises is located, such action will be deemed a default under this lease.

XXV. Environmental Impact

25.1 Tenant will not cause or permit any "Hazardous Substance" (as defined in 42 U.S.C.A. Section 9601 (14) (supp. 1990) (as amended)) to be used, stored, or generated on the leased premises, except for Hazardous Substances of types and quantities customarily used or found in such business lawfully conducted on the leased premises.

Tenant will not cause or permit the Release (as defined in 42 U.S.C.A. Section 601(22), as amended), of any Hazardous Substance, contaminant, pollutant, or petroleum in, on, or under the leased premises or into any ditch, conduit, stream, storm, sewer, or sanitary sewer connected thereto or located thereon the leased premises.

Tenant will full and timely comply with all applicable federal, state and local statutes and regulations relating to protection of the environment, including, without limitation, 42 U.S.C.A. Sections 6991-6991i, as amended.

Tenant will indemnify and hold harmless Landlord from and against any and all liabilities, damages, suits, penalties, judgments, and environmental cleanup, removal, response, assessment, or remediation costs arising from contamination of the leased premises or release of any Hazardous Substance, pollutant, contaminant or petroleum in, on, or under leased premises which are caused by or as result of the use of the leased premises by Tenant. Tenant will indemnify and hold Landlord harmless from and against any and all loss of rentals or decrease in property values arising from Tenant's breach of this provision, provided that no liability will arise under this sentence if Tenant completes any required cleanup, removal, and remedial action after termination of this lease. The terms of this section and the obligation of the parties hereunder will survive the expiration and termination of this lease.

XXVI. Miscellaneous

26.1 Submission of this lease to Tenant does not constitute an offer, and this lease becomes effective only upon execution and delivery of the lease by both Landlord and Tenant and until such time as any deposit and advance rent paid by Tenant to Landlord in connection with this lease has been cleared by Tenant's bank.

26.2 Governmental penalties, fines or damages imposed on any portion of the leased premises as a result of the activities of Tenant, its employees, agents or invitees shall be paid by Tenant within three (3) days of the earlier of the governmental notice to Tenant or Landlord's notice to Tenant. If Tenant fails to pay as required in this section, in addition to all other remedies provided by this Lease, Landlord may pay the sums owed or challenge such administratively or judicially, and Tenant shall pay all sums owed and all of Landlord's costs plus a five percent (5%) administrative fee to Landlord upon demand, as additional rent.

26.3 Landlord makes no express or implied representations, covenants, promises, or warranties that the leased premises are suitable for Tenants proposed use or that Landlord or Tenant will be able to obtain applicable municipal or local governmental approvals, variance or zoning necessary to perform any construction or conduct Tenant's business as specified herein.

26.4 No payment by Tenant or receipt by Landlord of a lesser amount than the monthly rent stipulated in the Lease shall be deemed to be other than on account of the earliest stipulated rent, nor shall any endorsement or statement on any check or any letter accompanying any check or payment as rent be deemed an accord and satisfaction, and Landlord may accept such check or payment without prejudice to Landlord's right to recover the balance of such rent or pursue any other remedy provided in the lease or by law.

In Witness Whereof, the parties have executed this lease as of the day and year first above written.

Landlord: CITY OF EUSTIS

By: _____
Print Tom Carrino
Position: City Manager

Tenant: W.I.N. 1 Ministries, Inc.

By: _____
Print Name: Pastor Renee Hill
Position: Authorized Officer

City of Eustis
P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

TO: EUSTIS CITY COMMISSION

FROM: Tom Carrino, City Manager

DATE: December 9, 2025

RE: **Explanation of Ordinances for Annexation of Parcels with Alternate Key Numbers 1097070 and 1094712**

Ordinance Number 25-03: Voluntary Annexation
Ordinance Number 25-04: Comprehensive Plan Amendment
Ordinance Number 25-05: Design District Assignment

SECOND READING

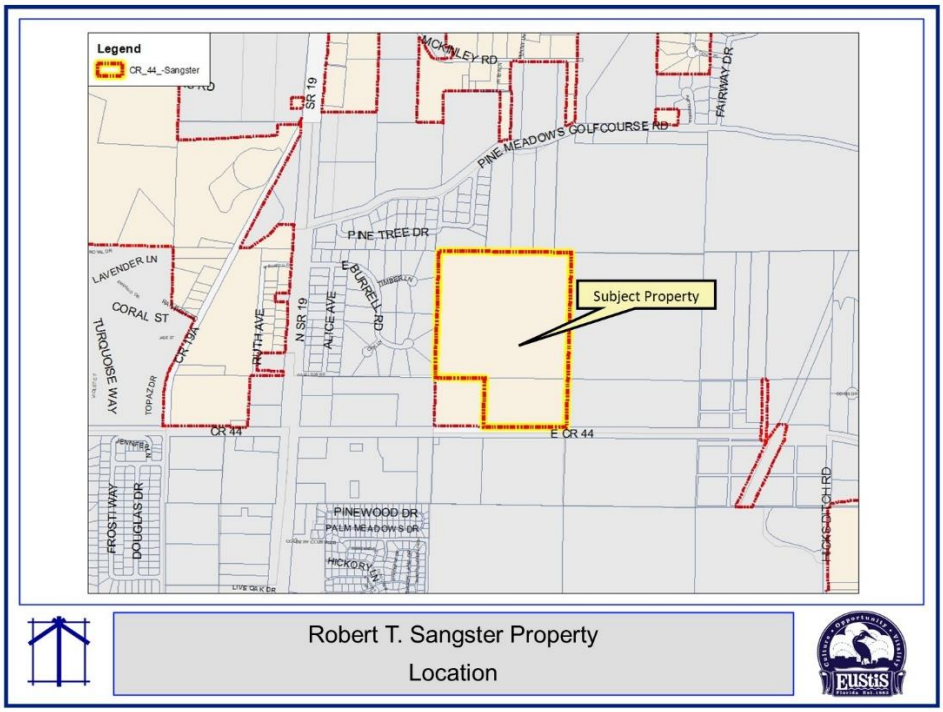
Ordinance Number 25-03: Voluntary Annexation of Parcels with Alternate Key Numbers 1097070 and 1094712

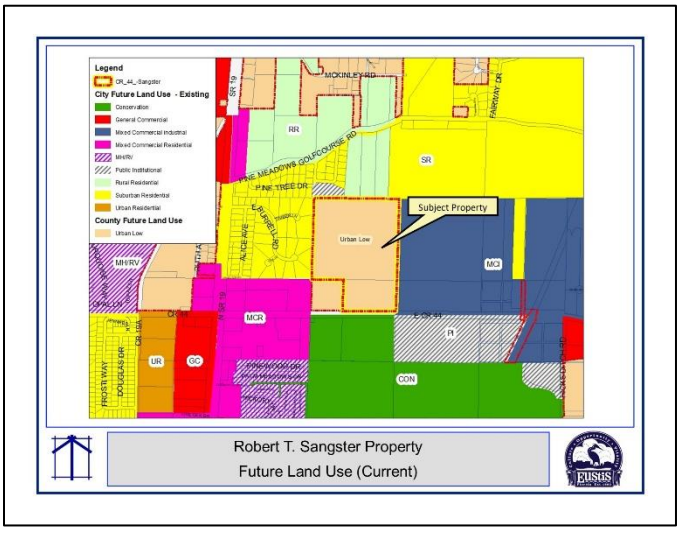
Introduction:

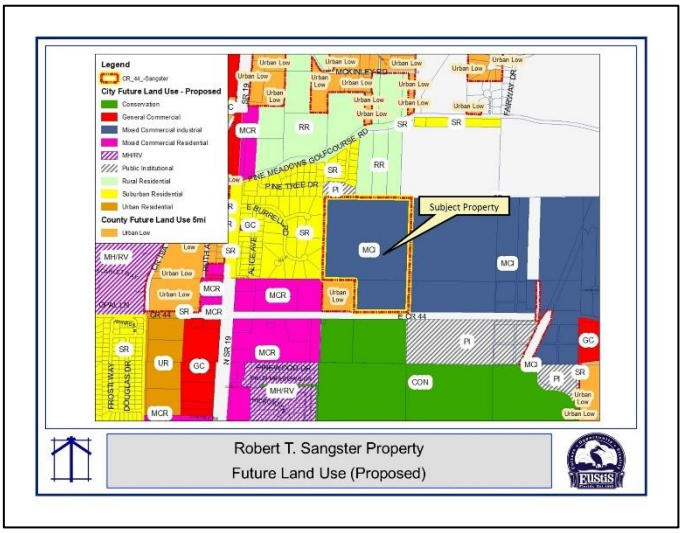
Ordinance Number 25-03 provides for the voluntary annexation of approximately 48.1 acres located north of County Road 44 and east of State Road 19. Provided the City Commission approves annexation of the subject property, Ordinance Number 25-04 would change the future land use designation from Urban Low in Lake County to Mixed Commercial Industrial (MCI) in the City of Eustis. If the City Commission denies Ordinance Number 25-03, there can be no consideration of Ordinance Numbers 25-04 (2025-CPLUS-01) and 25-05 (2025-DD-01 - Design District Assignment).

Background:

1. The site consists of two parcels, encompassing approximately 48.1 acres, located north of County Road 44 and east of State Road 19, within the Eustis Joint Planning Area.
2. The site is entirely contiguous with the City on all sides.
3. The current Lake County land use designation for the site is Urban Low (allowing 4 dwelling units per acre). However, if Ordinance Number 25-04 is approved, the designation will be changed to Mixed Commercial Industrial (MCI) within the City of Eustis.
4. The parcels are currently vacant and undeveloped, featuring pole barns.
5. The County Zoning for the property is R-6 (Urban Residential), which permits medium-density single-family and multi-family development under Lake County Urban Residential Zoning regulations.
6. The applicant seeks the MCI (Mixed Commercial/Industrial) land use designation to support a combination of warehousing and commercial vehicle parking activities.







Surrounding properties have the following land use designations:

Site	Vacant	Urban Low (Lake County)	N/A
North	Single-family residential	SR and RR	Rural Neighborhood
South	Trout Lake Nature Center	CON	Conservation
East	Vacant	MCI	Suburban Corridor/Rural Neighborhood
West	Single-Family residential	SR	Rural Neighborhood

Applicant's Request

The applicant, Robert T. Sangster, has filed an application for annexation and the assignment of a future land use designation and design district within the City of Eustis.

The property currently holds a Lake County land use designation of Urban Low and a zoning classification of R-6 (Urban Residential). Under Lake County regulations, these designations permit multi-family development at densities of up to 4 dwelling units per acre, as well as professional services and limited commercial activities.

The applicant is seeking a Mixed Commercial/Industrial (MCI) land use designation within the City of Eustis. This designation allows for a maximum Floor Area Ratio (FAR) of 2.5 and permits most commercial uses. However, industrial type uses typically require conditional use approval from the City Commission.

The requested MCI designation aligns with the land use designations of neighboring properties.

Analysis of Annexation Request (Ordinance Number 25-03)

1. Resolution Number 87-34 – Joint Planning Area Agreement with Lake County:

"The City and the County agree that the unincorporated areas adjacent to the City might be appropriately served by urban services provided by the City, and might therefore be annexed into the City in accordance with State law…….The City agrees to annex property in accordance with State law and provide adequate urban services and facilities to serve those areas within the Joint Planning Area."

The subject property lies within the Joint Planning Area and has access to urban services with sufficient capacity to support future development, aligning with the requested MCI future land use designation.

2. Florida Statues Voluntary Annexation - Chapter 171.044(1):

"The owner or owners of real property in an unincorporated area of a county which is contiguous to a municipality and reasonably compact may petition the governing body of said municipality that said property be annexed to the municipality."

The Joint Planning Area boundaries outline a compact region where the City can deliver services efficiently and effectively. The subject property is located within this planning area, sharing contiguity with the City limits on the northern, southern, and eastern sides, as well as part of the western side. Additionally, the owner has submitted a petition for annexation.

3. Florida Statues Voluntary Annexation - Chapter 171.044(2):

"…Said ordinance shall be passed after notice of the annexation has been published at least once each week for 2 consecutive weeks in some newspaper in such city or town…"

The department issued a notice regarding this annexation in the Daily Commercial, as required, on April 7, 2025, and again on April 13, 2025.

4. Florida Statues Voluntary Annexation - Chapter 171.044(5):

"Land shall not be annexed through voluntary annexation when such annexation results in the creation of enclaves."

The annexation of the subject property does not result in the creation of an enc

5. Florida Statues Voluntary Annexation - Chapter 171.044(6):

"Not fewer than 10 days prior to publishing or posting the ordinance notice required under subsection (2), the governing body of the municipality must provide a copy of the notice, via certified mail, to the board of the county commissioners of the county wherein the municipality is located..."

The department provided notice to the Lake County Board of County Commissioners on August 15, 2025.

Analysis of Comprehensive Plan/Future Land Use Request (Ordinance Number 25-04)

In Accordance with Florida Statutes Chapter 163.3177.9.:

Discourage Urban Sprawl:

Primary Indicators of Sprawl:

The future land use element, along with any amendments to it, should aim to prevent the spread of urban sprawl. The primary indicators that a plan or plan amendment does not discourage the proliferation of urban sprawl are listed below. The assessment of these indicators will involve analyzing the plan or plan amendment in the context of the distinctive features and characteristics of each locality to determine whether the plan or amendment meets the criteria.

Review of Indicators

1. Low Intensity Development:

Encourages, permits, or allocates significant portions of the jurisdiction for development characterized by low intensity, low density, or single-use purposes.

The subject property is located within the Joint Planning Area. Urban services of adequate capacity are available to serve future development, consistent with the requested MCI future land use designation.

2. Urban Development in Rural Areas:

Encourages, permits, or allocates extensive urban development in rural areas far from existing urban centers, while neglecting available and suitable undeveloped lands for development.

This indicator does not apply. The subject properties are located in a corridor with a mixture of uses, including MCI designations and residential and commercial uses to the west.

3. Strip or Isolated Development*:*

Encourages, permits, or allocates urban development in radial, strip, isolated, or ribbon formations that typically extend outward from established urban areas.

This indicator is not relevant, as the site is bordered by residential development to the north and west, mixed commercial/industrial designations to the east, and a conservation area to the south.

4. Natural Resources Protection*:*

Does not sufficiently safeguard or preserve natural resources, including wetlands, floodplains, native vegetation, environmentally sensitive areas, natural groundwater aquifer recharge zones, lakes, rivers, shorelines, beaches, bays, estuarine systems, and other vital ecological systems.

The subject property is in a floodplain and does contain wetland areas.

Comprehensive Plan Policy CON 1.4 states that land development shall not be permitted in the 100-year floodplain unless the following criteria are met:

a. **Public wastewater service is provided. Alternatively on-site waste d may be used only where is permittable by state and local agencies having jurisdiction and where public sewer service is unavailable and is not included in the current 5-year Capital Improvements Plan;**

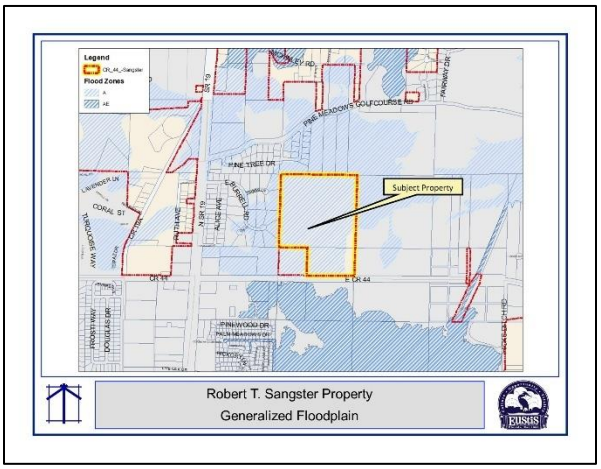
b. **Gross residential development is less than 2 units per acre;**

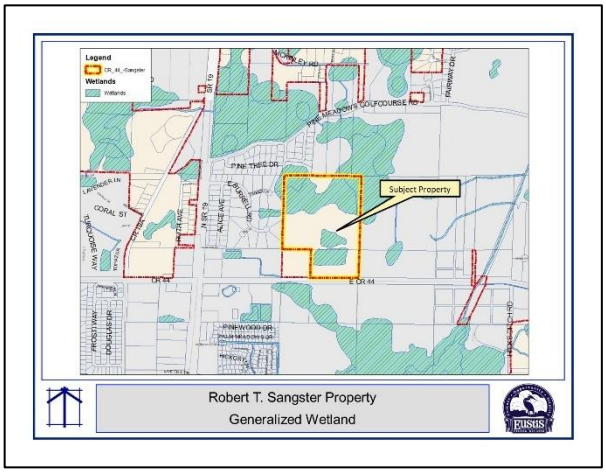
c. **Public water service is provided;**

d. **Wetlands and other designated environmentally sensitive resources are not displaced;**

e. **Impervious surfaces in a development, including road pavement, are limited to 25%; and**

f. **There is no net loss of flood storage capacity**





5. Agricultural Area Protection*:*

Does not effectively safeguard nearby agricultural lands and activities, including silviculture, active and passive agricultural and silvicultural practices, as well as dormant, unique, and prime farmlands and soils.

This indicator is not applicable, as the site and surrounding areas do not include active agricultural or silvicultural operations. The location lies within a developed area that is continuing to undergo further development.

6. Public Facilities:

Does not fully optimize the use of current public facilities and services.

This indicator does not apply. City water is available to the property. Development of this parcel will maximize the use and efficiency of City water service. City Sewer is available to the property and will be addressed via the site development process.

7. Cost Effectiveness and Efficiency of Public Facilities:

Permits land use patterns or timing that significantly raise the costs—in terms of time, money, and energy—of delivering and maintaining facilities and services, such as roads, potable water, sanitary sewers, stormwater management, law enforcement, education, healthcare, fire and emergency response, and general government operations.

This indicator is not applicable, as there is adequate capacity to accommodate both existing and future development aligned with the requested MCI future land use designation. The City already provides these services to other properties within the area, which will further enhance overall efficiency.

8. *Separation of Urban and Rural:*

Does not establish a distinct division between rural and urban land uses.

This indicator is not applicable, as there are no active agricultural activities or uses on nearby properties. The surrounding area is either developed or has development entitlements, featuring a mix of suburban and rural densities and intensities. The mixed-use nature of the MCI land use designation and the Suburban Corridor/Rural Neighborhood design district aligns well with the established development pattern. Environmental constraints on the site may pose challenges to meeting Comprehensive Plan policies for natural resource protection, but these will be addressed during the site plan review process.

9. Infill and Redevelopment:

Hinders or restricts the growth of infill development or the revitalization of established neighborhoods and communities.

This indicator does not apply.

Functional Mix of Uses:

Fails to encourage a functional mix of uses.

This indicator is not applicable. The site is surrounded by a diverse blend of residential and non-residential uses, with MCI designations located immediately adjacent to the east of the subject site. Additionally, a range of other uses, including various commercial establishments and residential properties, can be found within a .25 to .5-mile radius of the subject property.

10. *Accessibility among Uses*:

Leads to inadequate connectivity between associated or related land uses.

The site constraints and environmental factors on the property may make it difficult to ensure any linkages between related uses. However, these will be reviewed during the review of future development on the property.

11. Open Space:

Leads to the reduction of substantial areas of usable open space.

This indicator is not applicable, as the site lacks functional open space and is not linked to regionally significant open spaces.

12. Urban Sprawl:

The future land use element or plan amendment will be considered effective in curbing the spread of urban sprawl if it adopts a development pattern or urban form that fulfills at least four of the following criteria:

13. Direction of Growth:

Directs or locates economic growth and associated land development to geographic areas of the community in a manner that does not have an adverse impact on and protects natural resources and ecosystems.

The site is adjacent to established urban, suburban, and rural development areas. While environmental constraints may present difficulties in meeting Comprehensive Plan policies

for natural resource protection, these challenges will be addressed during the site pl review process.

14. Efficient and Cost-Effective Services:

Supports the effective and economical delivery or expansion of public infrastructure and services..

Water and Sewer service is available.

15. Walkable and Connected Communities:

Encourages the development of walkable and interconnected communities while supporting compact, mixed-use designs with densities and intensities that accommodate diverse housing options and a multimodal transportation network, including pedestrian, bicycle, and transit systems, where available.

During development, the site must comply with the City's Land Development Regulations concerning connectivity and sidewalks. However, County Road 44, which is not part of the City's infrastructure, currently lacks a sidewalk system, making interconnectivity with existing and future uses a notable challenge.

16. Water and Energy Conservation:

Supports the preservation and efficient use of water and energy resources.

At the time of site development, the property must adhere to City development standards and Florida Building Code requirements, ensuring the use of energy- and water-efficient appliances.

17. Agricultural Preservation:

Safeguards agricultural lands and operations, including silviculture, as well as dormant, distinctive, and high-quality farmlands and soils.

Not relevant; the site and surrounding areas lack active agricultural or silvicultural operations and are located within a fully developed residential zone.

18. Open Space:

Preserves open space and natural lands and provides for public open space and recreation needs.

Open space allocation will be finalized during the site plan review process to ensure the preservation of natural resource features and functions. This assessment will prioritize the protection of wildlife habitats, substantial buffering for natural wetlands and water bodies, and the establishment of greenway corridors.

19. Balance of Land Uses:

Creates a balance of land uses based upon demands of the residential population for the nonresidential needs of an area.

The proposed land use allows for both commercial and industrial type uses like those in the east.

20. Urban Form Densities and Intensities:

Offers uses, densities, intensities, and urban forms designed to address and improve existing or planned development patterns in the area that exhibit characteristics of sprawl. Alternatively, it facilitates innovative development approaches, such as transit-oriented developments or new towns, as outlined in s. 163.3164.

Not applicable.

In Accordance with Comprehensive Plan Future Land Use Element Appendix:

All Plan amendment applications addressing the development patterns described and supported within the Plan, including site-specific proposals for changes in land use designations, are

considered a legislative function of local government. If approved, such amendments would through a legislative act of the City and must be evaluated based on a wide range of generally accepted considerations, including planning, timing, compatibility, and public facility factors as outlined or implied within the Plan's policies. Additionally, each proposed amendment to Map #1: 2035 Future Land Use Map involving a change in land use designation for a specific parcel must undergo a review to identify and evaluate potential significant impacts on the policy framework of the Comprehensive Plan. This review includes, but is not limited to, assessing the effects of the land use change on the Plan's internal consistency and fiscal structure.

Major Categories of Plan Policies:

This Plan amendment application review and evaluation process will be prepared and presented in a format consistent with the major categories of Plan policies as follows:

1. General Public Facilities/Services:

As Plan policies encompass the continuation, expansion, and initiation of government service and facility programs—such as capital facility construction, each land use designation amendment application must provide a detailed description and evaluation of any Plan programs that could be impacted by the amendment, including effects on the timing and financing of such programs. This evaluation must also address the availability of, as well as the current and projected demand for, facilities and services serving or intended to serve the subject property. The required facilities and services for analysis include emergency services, parks and recreation, potable water, public transportation (if available), sanitary sewer, schools, solid waste, stormwater management, and the transportation network.

a. Emergency Services Analysis:

Eustis emergency services currently provide response coverage to other properties in the surrounding area. Development in line with the MCI future land use designation is not anticipated to significantly affect the operational efficiency of Eustis emergency services.

b. Parks & Recreation:

Not applicable. The proposed MCI land use is non-residential in nature.

c. Potable Water & Sanitary Sewer:

Water and sewer are available to the subject property. Both the water and sewer systems have adequate capacity to serve the development of the property.

d. Schools:

The proposed change should not negatively impact schools **as the MCI request is non-residential in nature.**

e. Solid Waste:

The City collaborates with Waste Management for solid waste collection, and the company already provides services to properties in the vicinity of the subject site. Adding this property to their service area will enhance efficiency in service delivery.

f. Stormwater:

The Comprehensive Plan and Land Development Regulations include the level of service standards to which new development must adhere. Projects designed to meet these standards will not negatively affect the existing facilities and services.

g. Transportation Network Analysis:

The proposed non-residential development is expected to have no adverse effects on the existing transportation system. Currently, the adjacent transportation network (CR 44) has sufficient capacity to accommodate the proposed MCI property, even at full development standards, without compromising the adopted level of service.

Prior to the development of the property, site plan approval amongst other approvals will be required. As part of the site plan review, a traffic study will be required to evaluate traffic impacts.

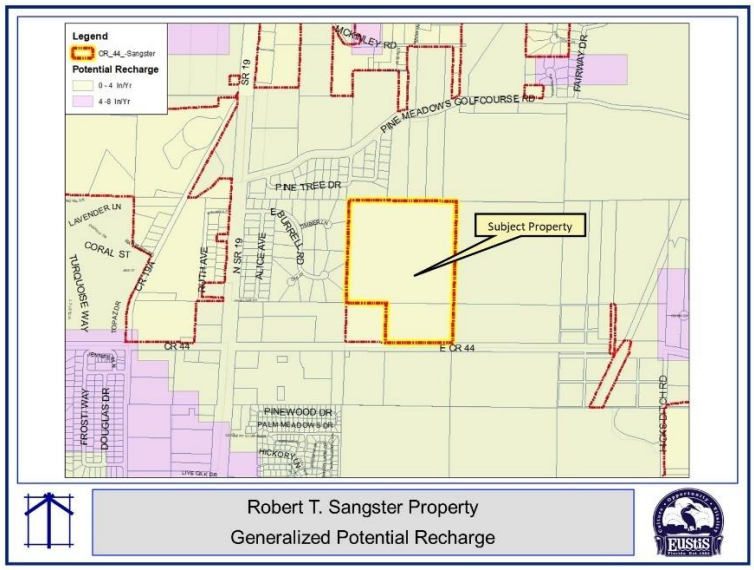
2. **Natural Resources/Natural Features:**

The Plan's policies include broad regulatory guidelines and requirements aimed at managing growth and safeguarding the environment. These guidelines serve as the basis for assessing the overall alignment of any land use amendment with the Comprehensive Plan. Specifically, each amendment will be reviewed to:

1) Identify the presence of groundwater recharge areas;
2) Determine whether historical or archaeological sites exist;
3) Analyze flood zones and ensure that proposed land uses in flood-prone areas support the ongoing natural functions of floodplains; and
4) Assess the suitability of the soil and topography for the proposed development.

a. Groundwater recharge areas:

The site may be within a recharge area, a site-specific geotechnical and hydrologic study will be needed to determine the site-specific impact at the time of development. Source: Lake County Comprehensive Plan 2030 Floridian Aquifer Recharge Map.



b. Historical or archaeological sites:

The City does not have any record of Florida Master Site Files related to this property and no known historical or cultural resources exist.

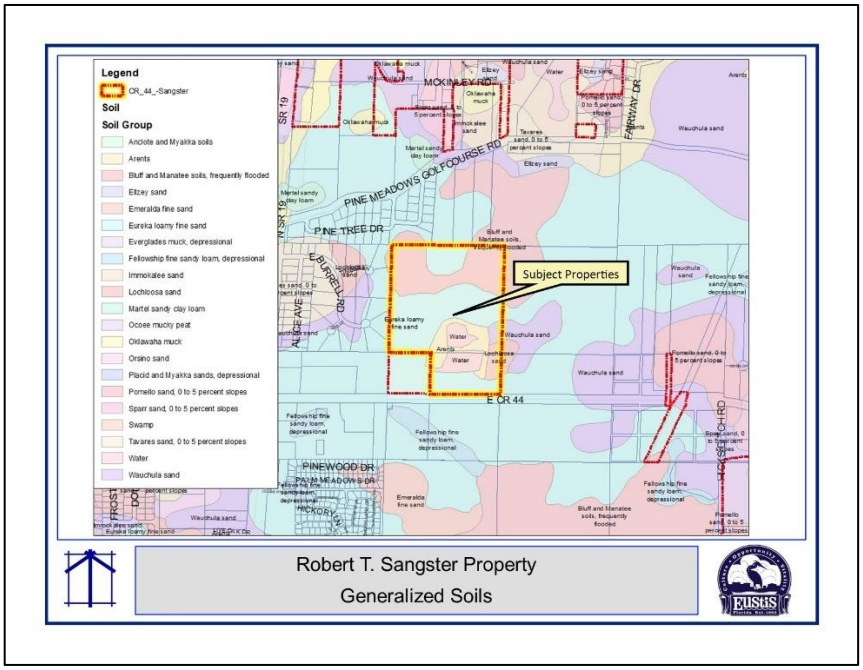
c. Flood zones:

The subject property is impacted by a 100-year flood zone area. Source - Lake Coun 2012 Flood Zones. Future site development will address this matter during the site plan review process.

d. *Soil and topography:*

The site comprises a combination of soil types, including Bluff and Manatee soils (frequently flooded), Eureka loamy fine sand, and Arents, all of which are generally poorly drained. Additionally, Lochloosa and Wauchula sands are present along the eastern boundary of the property, and these soils are also typically poorly drained. During the development application process, soils and geotechnical reports will be required as part of the application submissions and for permitting with the relevant state agencies.

Building permit approval must be obtained prior to commencing development. Both the Comprehensive Plan and Land Development Regulations outline standards for the protection of environmentally sensitive lands, which will be applied if conditions at the time of development necessitate such protection.



e. Comprehensive Plan Review:

Additional criteria and standards are also included in the Plan that describe when, where and how development is to occur. Plan development policies will be used to evaluate the appropriateness of the compatibility of the use, intensity, location, and timing of the proposed amendment.

Existing Land Use According to the Lake County Comprehensive Plan:

"The Urban Low Density Future Land Use Category provides for a range of residential development at a maximum density of four (4) dwelling units per net buildable acre in addition to civic, institutional, commercial, and office uses at an appropriate scale and intensity to serve this category. Limited light industrial uses may only be allowed as a conditional use.

This category shall be located on or in proximity to collector or arterial roadways to minimize traffic on local streets and provide convenient access to transit facilities. Within this cate

any residential development in excess of 10 dwelling units shall be required to pr minimum 25% of the net buildable area of the entire site as common open space.

The maximum intensity in this category shall be 0.25, except for civic institutional uses which shall be 0.35. The maximum Impervious Surface Ratio shall be 0.60."

Proposed Land Use According to the Eustis Comprehensive Plan:

Mixed Commercial / Industrial (MCI)

This land use designation is intended to provide for development of light manufacturing, distribution, corporate office & related commercial and industrial facilities in select high profile locations and in well planned environments.

General Range of Uses: This category accommodates a mix of commercial and light industrial, including but not limited to commercial parking, fast lube/oil change, major vehicle service, commercial neighborhood, retail sales and services, self service storage, vehicle parts and accessories (sales), and sports complexes. Vocational schools and government buildings are also permitted uses.

Maximum Density: Not applicable.

Intensity Range: up to 2.5 FAR subject to restrictions in Section 109-3 of the Land Development Regulations.

Mix Requirements: There are proportional requirements and limitations regarding the amount of residential and non-residential uses allowable in an area designated MCI. For the mixed land use category MCI, the city establishes, and shall monitor on a citywide basis, a mix of uses as follows:

Commercial: Not more than 20% of total MCI acreage

Commercial/Office: Not more than 80% of total MCI acreage

The composition of mix for each proposed development will be determined on a case-by-case basis during the development review process. Specific uses permitted will be monitored by the city to ensure continuity and compatibility with adjacent land uses. Individual properties may develop residentially or commercially, provided that all applicable criteria set forth herein are met.

Special Provisions:

(1) Future amendments to designate areas as MCI may be permitted in undeveloped areas oriented to major highways & other transportation facilities as determined by market demand, and provided that:

a. Mixed Commercial Industrial areas and developments therein will be held to a higher level of community design relative to signage, lighting, landscape materials, and building quality than General Commercial areas; and

b. signage and lighting are limited to maintain the generally semi-rural or high-profile image character of these designated areas.

.

Comparison of Lake County Development Conditions

The existing Lake County future land use designation of the property is Urban Low, which provides for a range of residential development in addition to civic, commercial and office uses at an appropriate scale and intensity to serve this category. Allowable density and intensity in Urban Low is a maximum of 4 dwelling units per acre and intensity of 0.25 to 0.35 floor area ratio, with the sum of residential density and non-residential intensity not exceeding 100%.

Residential: Lake County limits residential development to 4 du/acre while the MCI would allow a floor area ratio (FAR) of 2.5 or 250% of the property.

Proposed Residential Land Uses.

The City shall limit these uses adjacent to incompatible commercial or industrial lands unless sufficient mitigation, such as buffering and setbacks is provided and available, which lessens the impact to the proposed residences.

Not applicable. The proposed use(s) would be non-residential in nature under the MCI designation.

Proposed Non-Residential Land Uses.

The City shall generally not permit new industrial uses to be located adjacent to existing or planned residentially designated areas.

The applicant has stated that the proposed use for the property will be warehousing in the front, with commercial vehicle parking behind the warehouses. The proposed development will be required to provide adequate buffers to reduce impacts on the existing residential development.

1. Transportation:

Each application for a land use designation amendment will be required to demonstrate consistency with the Transportation Element of the adopted Comprehensive Plan.

This potential non-residential development is considered to have no negative impacts on the existing transportation system. Currently, the adjacent transportation network (CR 44) has the capacity to serve the proposed MCI property, even at a maximum development standard, without negatively affecting the adopted level of service.

2. Water Supply:

Each application for a land use designation amendment will be required to demonstrate that adequate water supplies and associated public facilities are (or will be) available to meet the projected growth demands.

City water service and other services are available. The City's adopted Water Supply Plan anticipated additional growth consistent with this development, so both supply and capacity are available.

In Accordance with Chapter 102-16(f), Land Development Regulations

Standards for Review:

In reviewing the application of a proposed amendment to the comprehensive plan, the local planning agency and the city commission shall consider:

a. *Consistent with Comprehensive Plan:*

Whether the proposed amendment is consistent with all expressed policies the comprehensive plan.

The proposed amendment is consistent with the Comprehensive Plan. Future development will be required to mitigate any adverse impacts and adhere to the City's Land Development Regulations.

b. *In Conflict with Land Development Regulations:*

Whether the proposed amendment is in conflict with any applicable provisions of these land development regulations.

The proposed amendment is consistent with the Land Development Regulations.

c. *Inconsistent with Surrounding Uses:*

The property is consistent with the property to the east along CR 44. Future development will be required to comply with the land development regulations to ensure it is compatible with the surrounding uses.

d. *Changed Conditions:*

Whether there have been changed conditions that justify an amendment.

The applicant seeks to annex the property into the City limits of Eustis, requiring the assignment of a City of Eustis future land use designation and design district. Following annexation, the subject property will benefit from a full range of municipal services, including access to central water. These updated conditions justify a change in the land use designation.

e. *Demand on Public Facilities:*

Whether, and the extent to which, the proposed amendment would result in demands on public facilities, and whether, or to the extent to which, the proposed amendment would exceed the capacity of such public facilities, infrastructure and services, including, but not limited to police, roads, sewage facilities, water supply, drainage, solid waste, parks and recreation, schools, and fire and emergency medical facilities.

City water and sewer services are available and, in close proximity to the site. Adequate capacity is available to serve future development consistent with the requested Mixed Commercial/Industrial future land use designation.

Upon annexation, the City will also provide other services such as fire and police protection, library services, parks, and recreation. The City provides these services to other properties in the area, so efficiency will improve.

f. *Impact on Environment:*

Whether, and the extent to which, the proposed amendment would result in significant impacts on the natural environment.

The site has the presence of the 100-year floodplain and that will be addressed when the future development is ready to move forward.

g. *Orderly Development Pattern:*

Whether, and the extent to which, the proposed amendment would result in an orderly and logical development pattern, specifically identifying any negative effects on such pattern.

The proposed amendment creates an otherwise orderly development pattern on land uses in the surrounding area.

h. Public Interest and Intent of Regulations:

Whether the proposed amendment would be consistent with or advance the public interest, and in harmony with the purpose and intent of these land development regulations.

The purpose and intent of the Land Development Regulations is as follows:

"The general purpose of this Code is to establish procedures and standards for the development of land within the corporate boundaries and the planning area of the city, such procedures and standards being formulated in an effort to promote the public health, safety and welfare and enforce and implement the city's comprehensive plan, while permitting the orderly growth and development with the city and Eustis planning area consistent with its small-town community character and lifestyle."

The requested designation of MCI land use would provide for orderly growth and development. Future development will be required to obtain proper permission from FEMA and the Water Management District before being approved.

i. Other Matters:

Any other matters that may be deemed appropriate by the local planning agency or the City Commissioners, in review and consideration of the proposed amendment.

No other matters.

Recommended Action:
Development Services has found the proposed annexation, Future Land Use, and Design District designation consistent with the Comprehensive Plan and with the surrounding and adjacent land uses; therefore, it recommends approval of Ordinance Numbers 25-03, 25-04, and 25-05.

Policy Implications:
None

Budget/Staff Impact:
There would be no direct costs to the City beyond the normal City services. There would be no additional staff time beyond the normal review process.

Business Impact Estimate:

Exempt from this Requirement per F.S. 164.041(4)(c)7.b.(*Comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality*)

Prepared By:
Kyle Wilkes, AICP, Senior Planner

Reviewed By:
Jeff Richardson, AICP, Deputy Director for Development Services

Mike Lane, AICP, Development Services Director

ORDINANCE NUMBER 25-03

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA, VOLUNTARILY ANNEXING APPROXIMATELY 48.1 ACRES OF REAL PROPERTY AT ALTERNATE KEY NUMBERS 1097070 and 1094712, GENERALLY LOCATED NORTH OF COUNTY ROAD 44 AND EAST OF STATE ROAD 19.

WHEREAS, Logan Wilson, as the applicant for Robert T. Sangster., the legal owner of record, has made an application for voluntary annexation of approximately 48.1 acres of real property located North of County Road 44 and East of State Road 19, more particularly described as:

Parcel Alternate Keys: 1097070 and 1094712

Parcel Identification Number: 24-18-26-0400-0000-00700 and 35-18-26-0004-000-03500

Legal Description:

Parcel 1
EUSTIS MEADOWS 35-18-26 LOTS 7, 8 PB 1 PG 2 ORB 6155 PG 840

Parcel 2
E 825 FT OF SW 1/4 OF SE 1/4 LYING N OF RD ORB 6155 PG 840

(The foregoing legal description was created via optical character recognition from the applicant's PDF submittal and has not been verified for accuracy); and

WHEREAS, the subject property is reasonably compact and contiguous; and

WHEREAS, the annexation of this property will not result in the creation of enclaves; and

WHEREAS, the subject property is located within the City of Eustis Planning Area, and water service is available to the property; and

WHEREAS, on September 4, 2025, the City Commission held the 1st Public Hearing to consider the voluntary annexation of the property contained herein; and

WHEREAS, on December 9, 2025, the City Commission held the 2nd Public Hearing to consider the voluntary annexation of the property contained herein

NOW, THEREFORE, THE COMMISSION OF THE CITY OF EUSTIS HEREBY ORDAINS:

SECTION 1.
That pursuant to, and under the authority of, Florida Statute 171.044, the City of Eustis, Lake County, Florida, does hereby annex and amend the municipal boundaries to include approximately 48.1 acres of real property, as described above.

A map depicting the location of the annexed property described above is attached hereto as Exhibit “A”.

SECTION 2.
That the Director of Development Services shall be authorized to amend the City of Eustis Boundary Map to incorporate the change described in Section 1.

SECTION 3.
That all Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

SECTION 4.
That upon final passage and adoption, the City Clerk is hereby directed to file a copy hereof with the Clerk of the Circuit Court, the County Manager for Lake County, Florida, and the Department of State for the State of Florida within 7 days after the adoption of such ordinances.

SECTION 5.
That should any section, phrase, sentence, provision or portion of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole, or any part thereof, other than the part so declared to be unconstitutional or invalid.

SECTION 6.
That this Ordinance shall become effective upon passing.

SECTION 7.
That the property annexed in this Ordinance is subject to the Future Land Use Element of the Lake County Comprehensive Plan until the City adopts the Comprehensive Plan Amendment to include the annexed parcel in the City Comprehensive Plan.

PASSED, ORDAINED, AND APPROVED in Regular Session of the City Commission of the City of Eustis, Florida, this 9th day of December 2025.

CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA

Willie L. Hawkins
Mayor/Commissioner

ATTEST:

Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

STATE OF FLORIDA
COUNTY OF LAKE

The foregoing instrument was acknowledged, by means of physical presence, before me this 9th day of December 2025, by Willie L. Hawkins, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

Notary Public - State of Florida
My Commission Expires:
Notary Serial No:

CITY ATTORNEY'S OFFICE

This document is approved as to form and legal content, but I have not performed an indepdent Title examination as to the accuracy of the Legal Description.

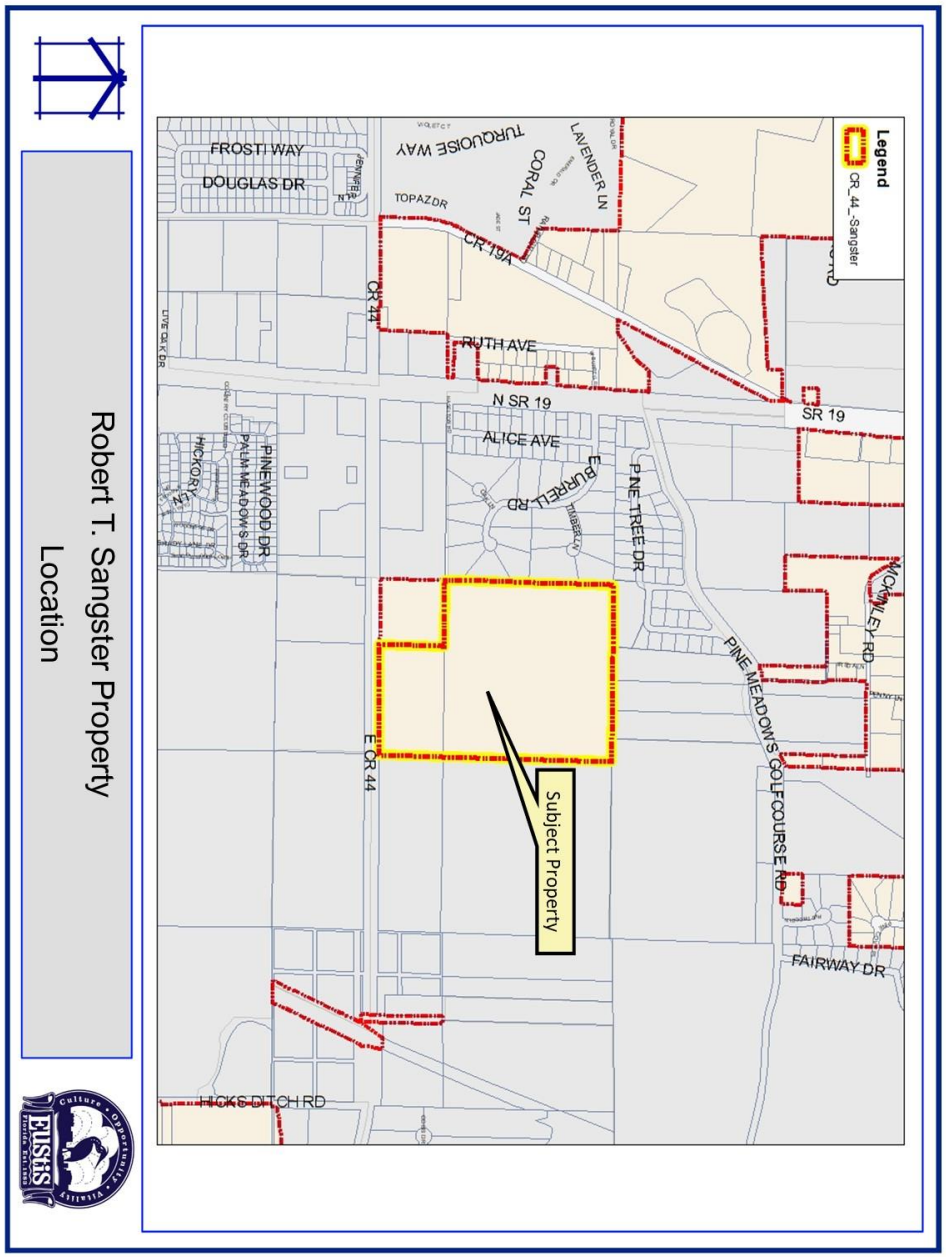
City Attorney's Office Date

CERTIFICATE OF POSTING

The foregoing Ordinance Number 25-03 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Christine Halloran, City Clerk

EXHIBIT "A"
GENERAL LOCATION MAP



Business Impact Estimate Eligibility Form

Section 166.041(4), Florida Statutes

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City of Eustis' website by the time notice of the proposed ordinance is published.

This form simply assists in determining whether a Business Impact Estimate must be completed under Florida law for the proposed ordinance. Should a Business Impact Estimate be required or should the City opt to provide one as a courtesy based on the selection below then a separate form with the statutory components of Section 166.041(4)(a) shall also accompany the proposed ordinance.

Ordinance Number	25-03
Ordinance Subject	Annexation 2025-A-01
Legal Advertising Date	August 25, 2025
First Reading On	9/4/2025
Second Reading On	12/9/2025

Ordinance Title

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA, VOLUNTARILY ANNEXING APPROXIMATELY 48.1 ACRES OF REAL PROPERTY AT ALTERNATE KEY NUMBERS 1097070 and 1094712, GENERALLY LOCATED NORTH OF COUNTY ROAD 44 AND EAST OF STATE ROAD 19.

Based on the City's review of the proposed ordinance (*must select one of the following*):

☒ The City has determined the statutory exemption identified below applies to the proposed ordinance; a Business Impact Estimate is NOT required and therefore not provided.

☐ The City has determined the statutory exemption identified below applies to the proposed ordinance; however, the City has prepared the Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance.

☐ The City has prepared a Business Impact Estimate in accordance with section 166.041(4), Florida Statutes.

Exemptions

The City has determined that a Business Impact Estimate is NOT required as the following exemption applies to the proposed ordinance:

Section 166.041 (4)(c) exemption: It is enacted to implement comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality.

ORDINANCE NUMBER 25-04

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA, AMENDING THE CITY OF EUSTIS COMPREHENSIVE PLAN PURSUANT TO 163.3187 F.S.; CHANGING THE FUTURE LAND USE DESIGNATION OF APPROXIMATELY 48.1 ACRES OF RECENTLY ANNEXED REAL PROPERTY AT ALTERNATE KEY NUMBERS 1097070 and 1094712, GENERALLY LOCATED NORTH OF COUNTY ROAD 44 AND EAST OF STATE ROAD 19, FROM URBAN LOW IN LAKE COUNTY TO MIXED COMMERCIAL INDUSTRIAL IN THE CITY OF EUSTIS.

WHEREAS, on November 4, 2010, the Eustis City Commission adopted the City of Eustis Comprehensive Plan 2010-2035 through Ordinance Number 10-11; and

WHEREAS, the State of Florida Florida Commerce found the City of Eustis Comprehensive Plan 2010-2035 in Compliance, pursuant to Sections 163.3184, 163.3187, and 163.3189 Florida Statutes; and

WHEREAS, the City of Eustis periodically amends its Comprehensive Plan, in accordance with Chapters 163.3187 and 163.3191, Florida Statutes; and

WHEREAS, the City of Eustis desires to amend the Future Land Use Map Series to change the Future Land Use designation on approximately 48.1 acres of real property located North of County Road 44 and East of State Road 19 (Alternate Key Numbers 109707 and 1094712), and more particularly described herein and as shown in Exhibit “A”; and

WHEREAS, on September 4, 2025, the Local Planning Agency held a Public Hearing to consider the adoption of a Large-Scale Future Land Use Amendment for this change in the designation; and

WHEREAS, on September 4, 2025, the City Commission held the 1st Adoption Public Hearing to accept the Local Planning Agency’s recommendation to adopt the Small-Scale Future Land Use Amendment contained herein; and

WHEREAS, on December 9, 2025, the City Commission held the 2nd Adoption Public Hearing to consider the adoption of the Small-Scale Future Land Use Amendment contained herein as Exhibit “A”;

NOW, THEREFORE, THE COMMISSION OF THE CITY OF EUSTIS HEREBY ORDAINS:

SECTION 1.

Land Use Designation: That the Future Land Use Designation of the real property as described below shall be changed from Urban Low in Lake County to Mixed Commercial/ Industrial (MCI) within the City of Eustis:

Parcel Alternate Keys: 1097070 and 1094712

Parcel Identification Numbers: 24-18-26-0400-000-00700 and 35-18-26-0004-000-03500

Legal Description:

Parcel 1
EUSTIS MEADOWS 35-18-26 LOTS 7, 8 PB 1 PG 2 ORB 6155 PG 840

Parcel 2
E 825 FT OF SW 1/4 OF SE 1/4 LYING N OF RD ORB 6155 PG 840

(The foregoing legal description was created via optical character recognition from the applicant's PDF submittal and has not been verified for accuracy); and

SECTION 2.

Map Amendment and Notification: That the Director of Development Services shall be authorized to amend the Future Land Use Map of the Comprehensive Plan to incorporate the change described in Section 1 and provide appropriate notification in accordance with Florida Statutes.

SECTION 3.

Conflict: That all Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

SECTION 4.

Severability: That should any section, phrase, sentence, provision, or portion of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole, or any part thereof, other than the part so declared to be unconstitutional or invalid.

SECTION 5.

Effective Date: The effective date of this plan amendment, if the amendment is not timely challenged, shall be 31 days after the Department of Economic Opportunity notifies the local government that the plan amendment package is complete. If timely challenged, this amendment shall become effective on the date the Department of Economic Opportunity or the Administration Commission enters a final order determining this adopted amendment to be compliant. No development orders, development permits, or land uses dependent on this amendment may be issued or commence before it has become effective. If a final order of noncompliance is issued by the Administration Commission, this amendment may nevertheless be made effective by the adoption of a resolution affirming its effective status, a copy of which resolution shall be sent to the Department of Economic Opportunity.

PASSED, ORDAINED AND APPROVED in Regular Session of the City Commission of the City of Eustis, Florida, this 9th day of December 2025.

CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA

Willie L. Hawkins
Mayor/Commissioner

ATTEST:

Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

STATE OF FLORIDA
COUNTY OF LAKE
The foregoing instrument was acknowledged before me, by means of physical presence, this 9th day of December 2025, by Willie L. Hawkins, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

Notary Public - State of Florida
My Commission Expires:
Notary Serial No:

CITY ATTORNEY'S OFFICE

This document is approved as to form and legal content, but I have not performed an independent Title examination as to the accuracy of the Legal Description.

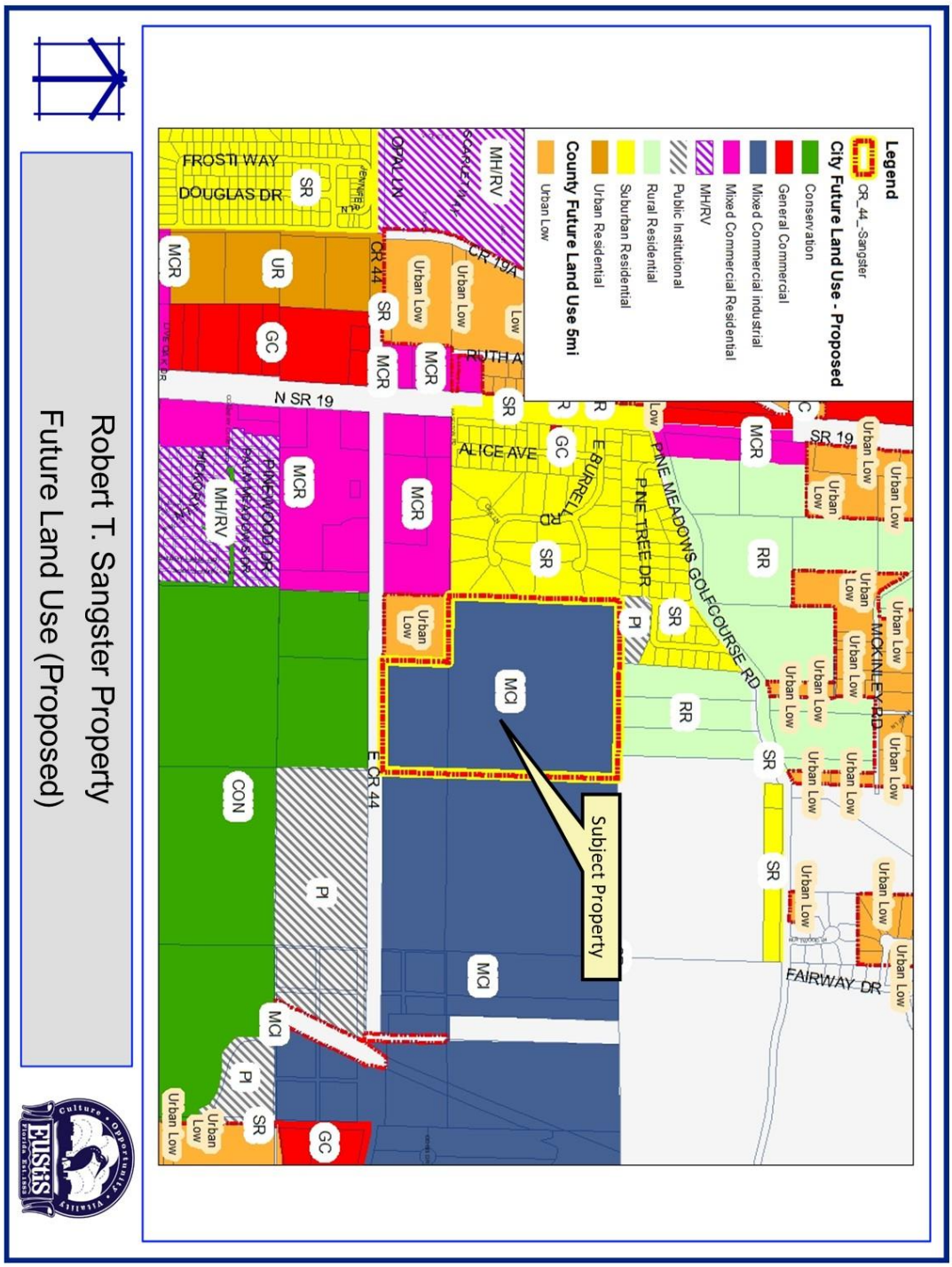
City Attorney's Office Date

CERTIFICATE OF POSTING

The foregoing Ordinance Number 25-04 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Christine Halloran, City Clerk

EXHIBIT "A"


Legend
CR_44_Sangster
City Future Land Use - Proposed
Conservation
General Commercial
Mixed Commercial industrial
Mixed Commercial Residential
MH/RV
Public Institutional
Rural Residential
Suburban Residential
Urban Residential
County Future Land Use 5mi
Urban Low
Robert T. Sangster Property
Future Land Use (Proposed)
Subject Property
N SR 19
SR 19
CR 44
E CR 44
ALICE AVE
E BURRELL RD
PINE MEADOWS GOLFCOURSE RD
PINE TREE DR
MCKINLEY RD
FAIRWAY DR
FROST TI WAY
DOUGLAS DR
DEAN LN
CR 19A
RUTH A
PINEWOOD DR
MCR
UR
GC
RR
MCI
CON
PI
SR
MH/RV
Urban Low

Business Impact Estimate Eligibility Form

Section 166.041(4), Florida Statutes

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City of Eustis' website by the time notice of the proposed ordinance is published.

This form simply assists in determining whether a Business Impact Estimate must be completed under Florida law for the proposed ordinance. Should a Business Impact Estimate be required or should the City opt to provide one as a courtesy based on the selection below then a separate form with the statutory components of Section 166.041(4)(a) shall also accompany the proposed ordinance.

Ordinance Number	25-04
Ordinance Subject	Assignment of Future Land Use for Recently Annexed Propert - 2025-CPLUS-01
Legal Advertising Date	August 25, 2025
First Reading On	9/4/2025
Second Reading On	12/9/2025

Ordinance Title

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA, AMENDING THE CITY OF EUSTIS COMPREHENSIVE PLAN PURSUANT TO 163.3187 F.S.; CHANGING THE FUTURE LAND USE DESIGNATION OF APPROXIMATELY 48.1 ACRES OF RECENTLY ANNEXED REAL PROPERTY AT ALTERNATE KEY NUMBERS 1097070 and 1094712, GENERALLY LOCATED NORTH OF COUNTY ROAD 44 AND EAST OF STATE ROAD 19, FROM URBAN LOW IN LAKE COUNTY TO MIXED COMMERCIAL INDUSTRIAL IN THE CITY OF EUSTIS.

Based on the City's review of the proposed ordinance (*must select one of the following*):

☒ The City has determined the statutory exemption identified below applies to the proposed ordinance; a Business Impact Estimate is NOT required and therefore not provided.

☐ The City has determined the statutory exemption identified below applies to the proposed ordinance; however, the City has prepared the Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance.

☐ The City has prepared a Business Impact Estimate in accordance with section 166.041(4), Florida Statutes.

Exemptions

The City has determined that a Business Impact Estimate is NOT required as the following exemption applies to the proposed ordinance:

Section 166.041 (4)(c) exemption: It is enacted to implement comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality.

ORDINANCE NUMBER 25-05

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA; ASSIGNING THE RURAL NEIGHBORHOOD DESIGN DISTRICT DESIGNATION TO APPROXIMATELY 48.1 ACRES OF RECENTLY ANNEXED REAL PROPERTY AT ALTERNATE KEY NUMBER 1097070 AND ASSIGNING THE SUBURBAN CORRIDOR DESIGN DISTRICT DESIGNATION TO APPROXIMATELY 9.4 ACRES OF RECENTLY ANNEXED REAL PROPERTY AT ALTERNATE KEY 1094712, NORTH OF COUNTY ROAD 44 AND EAST OF STATE ROAD 19.

WHEREAS, the City of Eustis desires to amend the Design District Map of the Land Development Regulations adopted under Ordinance Number 09-33 to assign a Design District designation of Rural Neighborhood to approximately 38.7 acres of the recently annexed real property further described below, and to assign a Design District designation of Suburban Corridor to approximately 9.4 acres of the recently annexed real property further described below,

WHEREAS, on September 4, 2025, the City Commission held the 1st Public Hearing to consider the Design District Amendment contained herein; and

WHEREAS, on December 9, 2025, the City Commission held the 2nd Public Hearing to consider the adoption of the Design District Amendment contained herein;

NOW, THEREFORE, THE COMMISSION OF THE CITY OF EUSTIS, FLORIDA, HEREBY ORDAINS:

Section 1. Design District Designation

That the Design District Designation of the real property described below, and shown in Exhibit “A”, shall be Rural Neighborhood:

Parcel Alternate Key: 1097070

Parcel Identification Number: 24-18-26-0400-000-00700

Legal Description:

EUSTIS MEADOWS 35-18-26 LOTS 7, 8 PB 1 PG 2 ORB 6155 PG 840

That the Design District Designation of the real property described below, and shown in Exhibit “A”, shall be Suburban Corridor:

Parcel Alternate Key: 1094712

Parcel Identification Number: 35-18-26-0004-000-03500

Legal Description:

E 825 FT OF SW 1/4 OF SE 1/4 LYING N OF RD ORB 6155 PG 840

(The foregoing legal descriptions for the parcel are from the Lake County Property Appraiser webpage based on the alternate key numbers provided by the applicant. They have not been verified for accuracy)

Section 2. Map Amendment

That the Director of Development Services shall be authorized to amend the Design District Map to incorporate the change described in Section 1.

Section 3. Conflict

That all Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

Section 4. Severability

That should any section, phrase, sentence, provision, or portion of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole, or any part thereof, other than the part so declared to be unconstitutional or invalid.

Section 5. Effective Date

That this Ordinance shall become effective upon the annexation of the subject property through approval of Ordinance Number 25-03.

PASSED, ORDAINED AND APPROVED in Regular Session of the City Commission of the City of Eustis, Florida, this 9th day of December 2025.

CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA

Willie L. Hawkins
Mayor/Commissioner

ATTEST:

Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

STATE OF FLORIDA
COUNTY OF LAKE

The foregoing instrument was acknowledged before me, by means of physical presence, this 9th day of December 2025, by Willie L. Hawkins, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

Notary Public - State of Florida
My Commission Expires:
Notary Serial No:

CITY ATTORNEY'S OFFICE

This document is approved as to form and legal content, but I have not performed an independent Title examination as to the accuracy of the Legal Description.

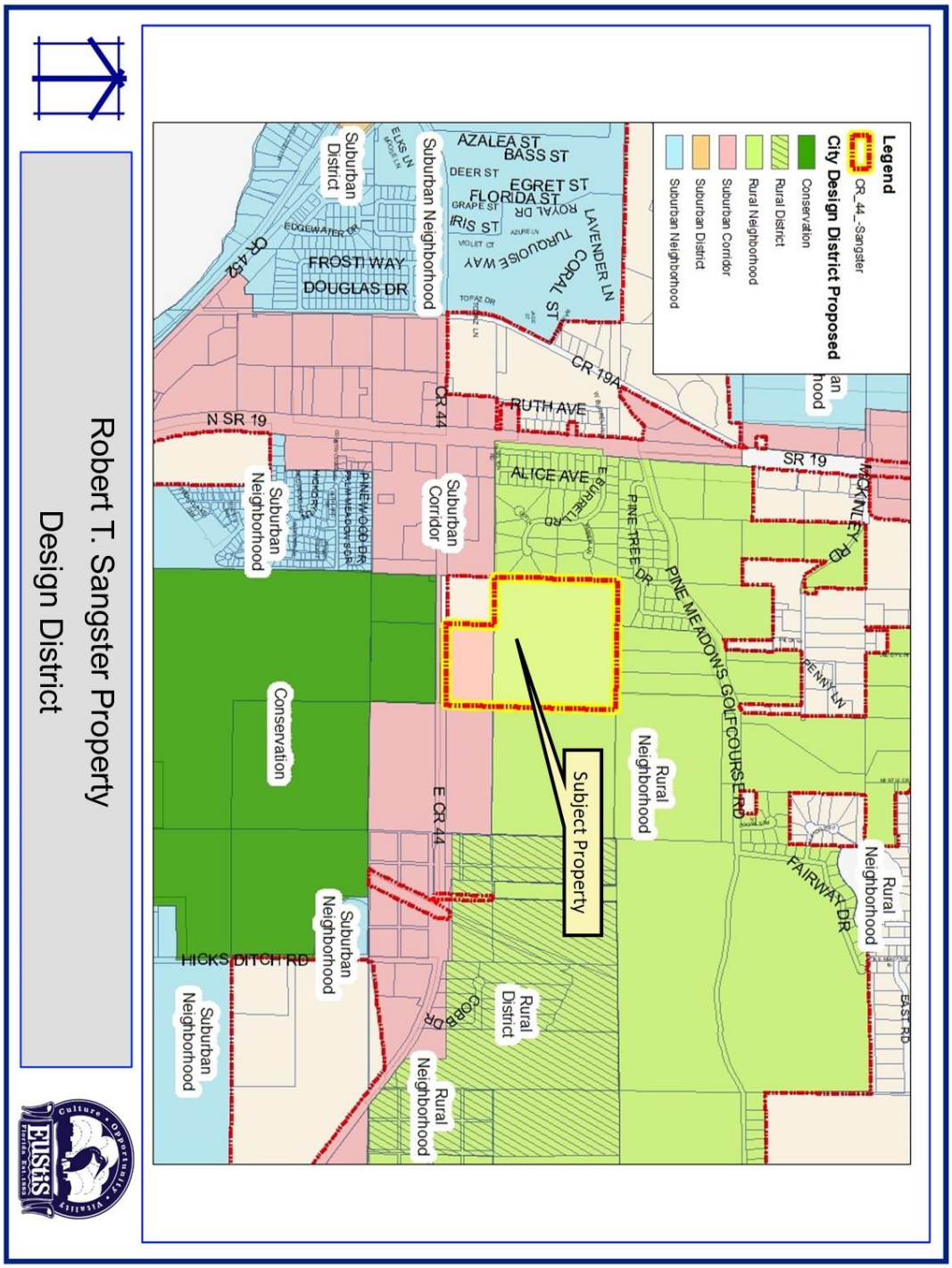
City Attorney's Office Date

CERTIFICATE OF POSTING

The foregoing Ordinance Number 25-05 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Christine Halloran, City Clerk

EXHIBIT "A"


Robert T. Sangster Property
Design District
Legend
CR_44_Sangster
City Design District Proposed
Conservation
Rural District
Rural Neighborhood
Suburban Corridor
Suburban District
Suburban Neighborhood
Subject Property
Conservation
Rural Neighborhood
Suburban Corridor
Suburban Neighborhood
Suburban District
Rural District
AZALEA ST
BASS ST
DEER ST
EGRET ST
FLORIDA ST
IRIS ST
LAVENDER LN
CORAL ST
TURQUOISE WAY
ROYAL DR
FROST WAY
DOUGLAS DR
CR 452
CR 19A
RUTH AVE
N SR 19
SR 19
CR 44
E CR 44
ALICE AVE
E BURRELL RD
PINE TREE DR
PINE MEADOWS GOLF COURSE RD
MCKINLEY RD
PENNY LN
FAIRWAY DR
EAST RD
HICKS DITCH RD
GOBER DR
PINEWOOD DR

Business Impact Estimate Eligibility Form

Section 166.041(4), Florida Statutes

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City of Eustis' website by the time notice of the proposed ordinance is published.

This form simply assists in determining whether a Business Impact Estimate must be completed under Florida law for the proposed ordinance. Should a Business Impact Estimate be required or should the City opt to provide one as a courtesy based on the selection below then a separate form with the statutory components of Section 166.041(4)(a) shall also accompany the proposed ordinance.

Ordinance Number	25-05
Ordinance Subject	Assignment of Design District for Recently Annexed Property 2025-DD-01
Legal Advertising Date	August 25, 2025
First Reading On	9/4/2025
Second Reading On	12/9/2025

Ordinance Title

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA; ASSIGNING THE RURAL NEIGHBORHOOD DESIGN DISTRICT DESIGNATION TO APPROXIMATELY 48.1 ACRES OF RECENTLY ANNEXED REAL PROPERTY AT ALTERNATE KEY NUMBER 1097070 AND ASSIGNING THE SUBURBAN CORRIDOR DESIGN DISTRICT DESIGNATION TO APPROXIMATELY 9.4 ACRES OF RECENTLY ANNEXED REAL PROPERTY AT ALTERNATE KEY 1094712, NORTH OF COUNTY ROAD 44 AND EAST OF STATE ROAD 19.

Based on the City's review of the proposed ordinance (*must select one of the following*):

☒ The City has determined the statutory exemption identified below applies to the proposed ordinance; a Business Impact Estimate is NOT required and therefore not provided.

☐ The City has determined the statutory exemption identified below applies to the proposed ordinance; however, the City has prepared the Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance.

☐ The City has prepared a Business Impact Estimate in accordance with section 166.041(4), Florida Statutes.

Exemptions

The City has determined that a Business Impact Estimate is NOT required as the following exemption applies to the proposed ordinance:

Section 166.041 (4)(c) exemption: It is enacted to implement comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality.

City of Eustis
P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

TO: City of Eustis City Commission

FROM: Tom Carrino, City Manager

DATE: December 9, 2025

RE: **Explanation of Ordinances for Annexation of Parcel with Alternate Key Number 1213835**

Ordinance Number 25-34: Voluntary Annexation
Ordinance Number 25-35: Comprehensive Plan Amendment
Ordinance Number 25-36: Design District Assignment

FIRST READING

Ordinance Number 25-34: Annexation of Parcel with Alternate Key Number 1213835

Introduction:

Ordinance Number 25-34 provides for the voluntary annexation of approximately 5.6 acres, located on the North Side of County Road 44 and east of State Road 19 (Alternate Key Number 1213835).

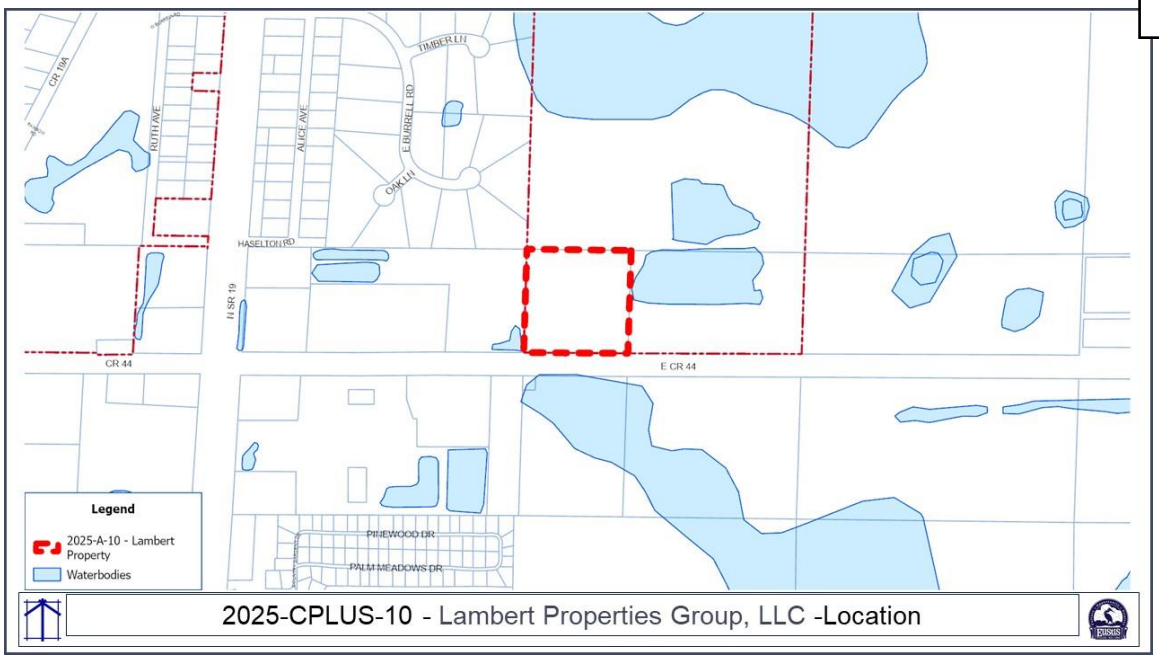
Provided the annexation of the subject property is approved, Ordinance Number 25-35 would change the future land use designation from Urban Low in Lake County to Mixed Commercial Industrial (MCI) in the City of Eustis. If Ordinance Number 25-34 is denied, then there can be no consideration of Ordinance Number 25-35.

Background:

1. The site contains approximately 5.6 +/- acres and is located within the Eustis-Lake County Joint Planning Area. The property is currently vacant— Source*: Lake County Property Appraisers' Office Property Record Card Data*.
2. The site is entirely contiguous with the City on all sides.
3. The County Zoning for the property is R-6 (Urban Residential), which permits medium-density single-family and multi-family development under Lake County Urban Residential Zoning regulations.
4. The applicant seeks the MCI (Mixed Commercial/Industrial) land use designation.

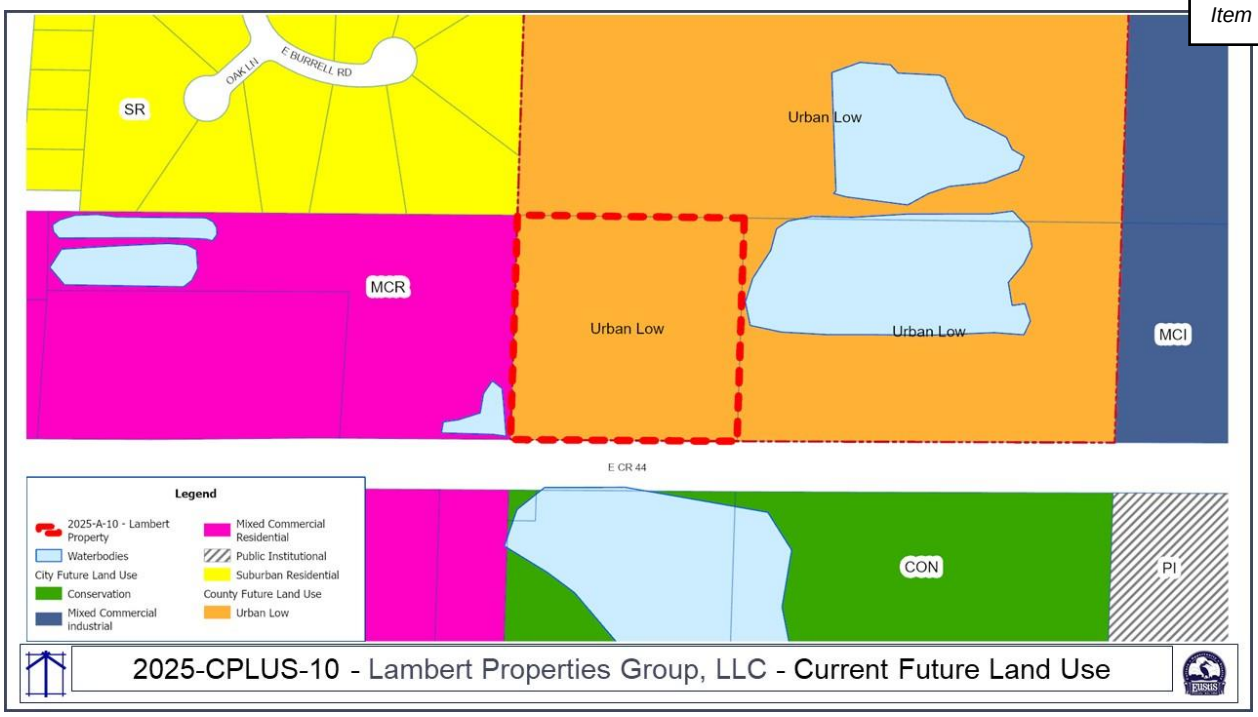
Surrounding properties have the following land use designations:

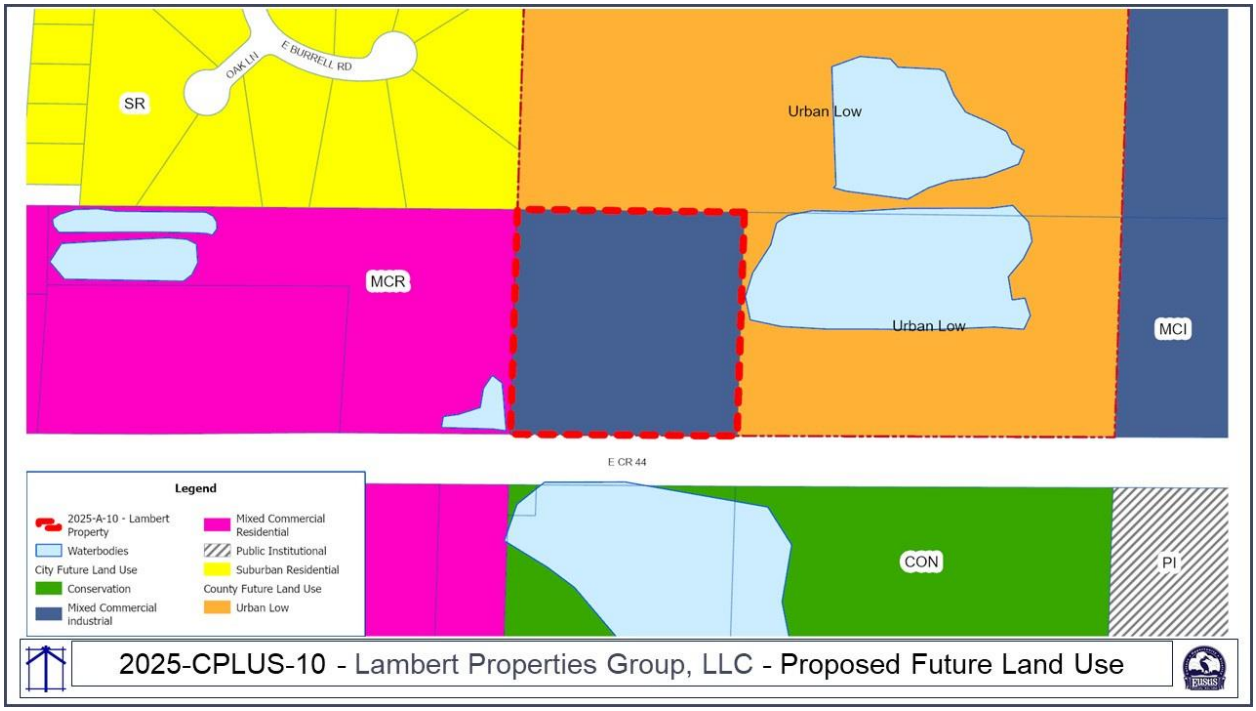
Location	Existing Use	Future Land Use	Design District
Site	Vacant	Urban Low (Lake County)	N/A
North	Vacant	MCI	Suburban Corridor/Rural Neighborhood
South	Trout Lake Nature Center	CON	Conservation
East	Vacant	MCI	Suburban Corridor/Rural Neighborhood
West	Single-family	SR	Rural Neighborhood



2025-CPLUS-10 - Lambert Properties Group, LLC -Location

2025-CPLUS-10 - Lambert Properties Group, LLC – Aerial Location





Applicant's Request

The property owner, Lambert Properties Group, LLC, wishes to annex the property, change the future land use to Mixed Commercial Industrial (MCI), and assign a design district of Suburban Corridor.

The property currently holds a Lake County land use designation of Urban Low and a zoning classification of R-6 (Urban Residential). Under Lake County regulations, these designations permit

multi-family development at densities of up to 4 dwelling units per acre, as well as pro[illegible]l services and limited commercial activities.

The applicant is seeking a Mixed Commercial/Industrial (MCI) land use designation within the City of Eustis. This designation allows for a maximum Floor Area Ratio (FAR) of 2.5 and permits most commercial uses. However, industrial type uses typically require conditional use approval from the City Commission.

The requested MCI designation aligns with the land use designations of neighboring properties.

5. **Analysis of Comprehensive Plan/Future Land Use Request (Ordinance Number 25-35)**

   In Accordance with Florida Statutes Chapter 163.3177.9, to discourage urban sprawl, the Florida Statutes outlines the Primary Indicators of Sprawl. Staff has reviewed these indicators and finds that the proposed annexation and assignment of Future Land Use does not contradict the intent of the primary indicators of sprawl as outlined. The outline and summary of these indicators is included in supplement to this report.

6. **Per the City of Eustis Comprehensive Plan Future Land Use Element Appendix**
   Staff has assessed the proposed amendment to the City of Eustis Comprehensive Plan Future Land Use map relating to the development patterns described and supported within the Plan, including conditions and impacts to utility infrastructure, transportation infrastructure, natural features, and the environment. Staff review finds that the proposed assignment of the Mixed Commercial Industrial (MCI) future land use will not result in impacts that will cause detriment beyond current patterns. The outline and summary of this analysis are included as a supplement to this report.

Recommended Action:
Development Services finds the proposed Future Land Use designation consistent with the Comprehensive Plan, Land Development Regulations, and surrounding and adjacent land uses; therefore, it recommends transmittal of Ordinance Numbers 25-35 to the City Commission for consideration.

Policy Implications:
None

Alternatives:

1. Approve Ordinance Numbers 25-34 (Annexation), 25-35 (Comp. Plan Amendment) and/or 25-33 (Design District Designation).
2. Deny Ordinance Numbers 25-34, 25-35, and 25-36.

Budget/Staff Impact:
See attached Business Impact Estimate

Business Impact Estimate:
Exempt from this Requirement per F.S. 164.041(4)(c)7.b.(*Comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality*)

Prepared By:

Kyle Wilkes, AICP, Senior Planner

Reviewed By:
Jeff Richardson, AICP, Deputy Director, Development Services
Mike Lane, AICP, Development Services Director

ORDINANCE NUMBER 25-34

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA, VOLUNTARILY ANNEXING APPROXIMATELY 5.6 ACRES OF REAL PROPERTY AT ALTERNATE KEY NUMBER 1213835, GENERALLY LOCATED NORTH OF COUNTY ROAD 44 AND EAST OF STATE ROAD 19.

WHEREAS, Logan Wilson, as the applicant for Lambert Properties Group, LLC, the legal owner of record, has made an application for voluntary annexation of approximately 5.6 acres of real property located North of County Road 44 and East of State Road 19, more particularly described as:

Parcel Alternate Keys: 1213835

Parcel Identification Number: 35-18-26-0004-000-03600

Legal Description:

W 495 FT OF SW 1/4 OF SE 1/4 LYING N OF SR 452A ORB 6164 PG 910

(The foregoing legal description was created via optical character recognition from the applicant's PDF submittal and has not been verified for accuracy); and

WHEREAS, the subject property is reasonably compact and contiguous; and

WHEREAS, the annexation of this property will not result in the creation of enclaves; and

WHEREAS, the subject property is located within the City of Eustis Planning Area, and water service is available to the property; and

WHEREAS, on December 9, 2025, the City Commission held the 1st Public Hearing to consider the voluntary annexation of the property contained herein; and

WHEREAS, on January 22, 2026, the City Commission held the 2nd Public Hearing to consider the voluntary annexation of the property contained herein

NOW, THEREFORE, THE COMMISSION OF THE CITY OF EUSTIS HEREBY ORDAINS:

SECTION 1.

That pursuant to, and under the authority of, Florida Statute 171.044, the City of Eustis, Lake County, Florida, does hereby annex and amend the municipal boundaries to include approximately 49.5 acres of real property, as described above.

A map depicting the location of the annexed property described above is attached hereto as Exhibit “A”.

SECTION 2.
That the Director of Development Services shall be authorized to amend the City of Eustis Boundary Map to incorporate the change described in Section 1.

SECTION 3.
That all Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

SECTION 4.
That upon final passage and adoption, the City Clerk is hereby directed to file a copy hereof with the Clerk of the Circuit Court, the County Manager for Lake County, Florida, and the Department of State for the State of Florida within 7 days after the adoption of such ordinances.

SECTION 5.
That should any section, phrase, sentence, provision or portion of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole, or any part thereof, other than the part so declared to be unconstitutional or invalid.

SECTION 6.
That this Ordinance shall become effective upon passing.

SECTION 7.
That the property annexed in this Ordinance is subject to the Future Land Use Element of the Lake County Comprehensive Plan until the City adopts the Comprehensive Plan Amendment to include the annexed parcel in the City Comprehensive Plan.

PASSED, ORDAINED, AND APPROVED in Regular Session of the City Commission of the City of Eustis, Florida, this 22nd day of January 2026.

CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA

Willie L. Hawkins
Mayor/Commissioner

ATTEST:

Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

STATE OF FLORIDA
COUNTY OF LAKE

The foregoing instrument was acknowledged, by means of physical presence, before me this 22nd day of January 2026, by _____, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

_____
Notary Public - State of Florida
My Commission Expires:
Notary Serial No:

CITY ATTORNEY'S OFFICE

This document is approved as to form and legal content, but I have not performed an indepdent Title examination as to the accuracy of the Legal Description.

_____
City Attorney's Office Date

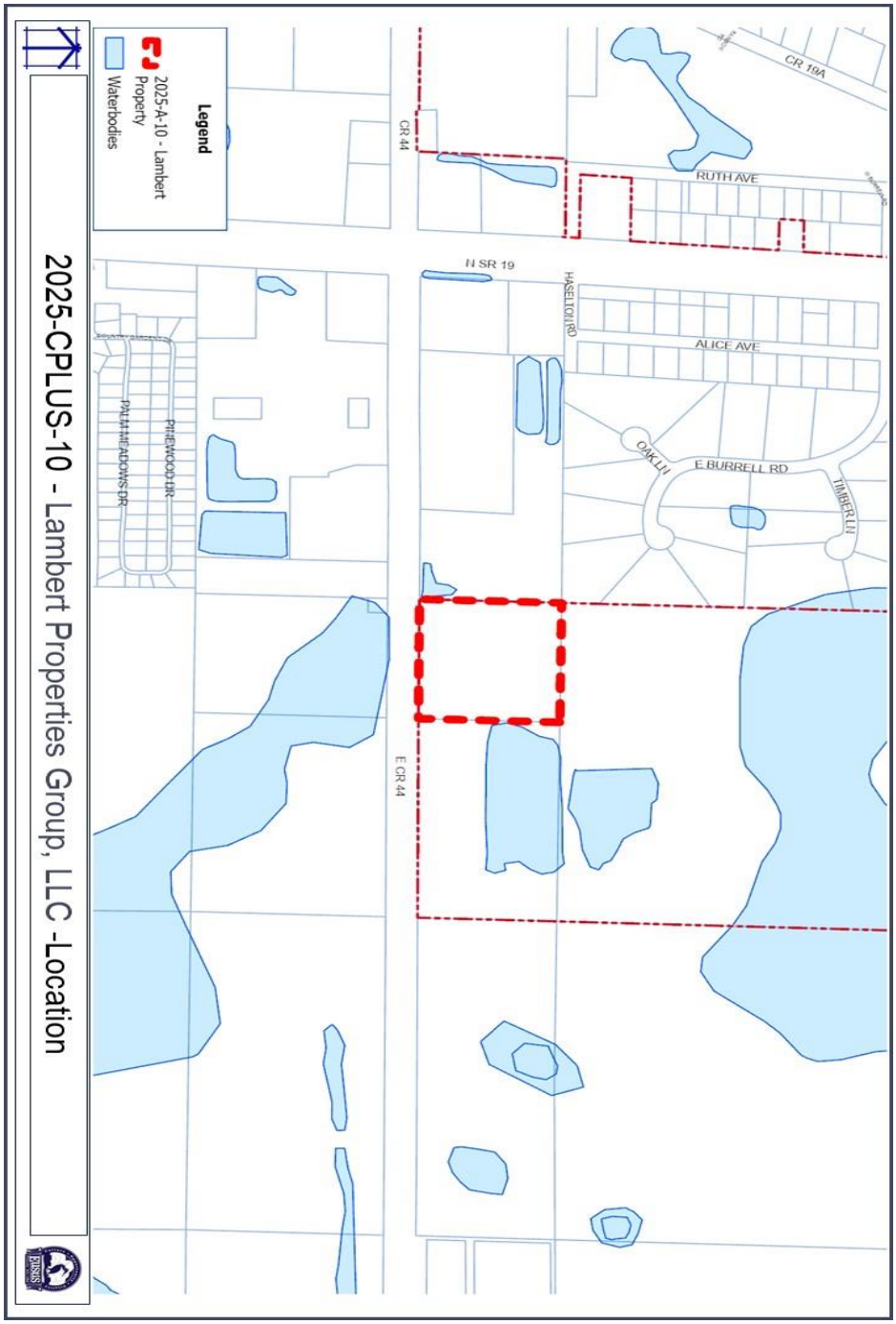
CERTIFICATE OF POSTING

The foregoing Ordinance Number 25-34 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

_____
Christine Halloran, City Clerk

EXHIBIT “A”

GENERAL LOCATION MAP



Analysis of Comprehensive Plan/Future Land Use Request **(Ordinance Number 25-35)**

In Accordance with Florida Statutes Chapter 163.3177.9.:

Discourage Urban Sprawl: Primary Indicators of Sprawl:

The future land use element and any amendment to the future land use element shall discourage the proliferation of urban sprawl. The primary indicators that a plan or plan amendment does not discourage the proliferation of urban sprawl are listed below. The evaluation of the presence of these indicators shall consist of an analysis of the plan or plan amendment within the context of features and characteristics unique to each locality in order to determine whether the plan or plan amendment:

Review of Indicators

1. Low Intensity Development:

Promotes, allows, or designates for development substantial areas of the jurisdiction to develop as low-intensity, low-density, or single-use development or uses.

The subject property is located within the Joint Planning Area. Urban services with adequate capacity are available to serve future development, consistent with the requested MCI future land use designation.

2. Urban Development in Rural Areas:

Promotes, allows, or designates significant amounts of urban development to occur in rural areas at substantial distances from existing urban areas while not using undeveloped lands that are available and suitable for development.

This indicator does not apply. The subject property is located in a corridor with a mixture of uses, including MCI designations and residential and commercial uses to the west.

3. Strip or Isolated Development*:*

Promotes, allows, or designates urban development in radial, strip, isolated, or ribbon patterns generally emanating from existing urban developments.

This indicator does not apply. The site is bordered by residential development to the north and west, mixed commercial/industrial designations to the east, and a conservation area to the south.

4. Natural Resources Protection*:*

Fails to adequately protect and conserve natural resources, such as wetlands, floodplains, native vegetation, environmentally sensitive areas, natural groundwater aquifer recharge areas, lakes, rivers, shorelines, beaches, bays, estuarine systems, and other significant natural systems.

The subject property is in a floodplain and does contain wetland areas.

Comprehensive Plan Policy CON 1.4 states that land development shall not be permitted in the 100-year floodplain unless the following criteria are met:

a. Public wastewater service is provided. Alternatively on-site waste disposal may be used only where is permittable by state and local agencies having

jurisdiction and where public sewer is unavailable and is not included in the current 5-year Capital Improvements Plan;

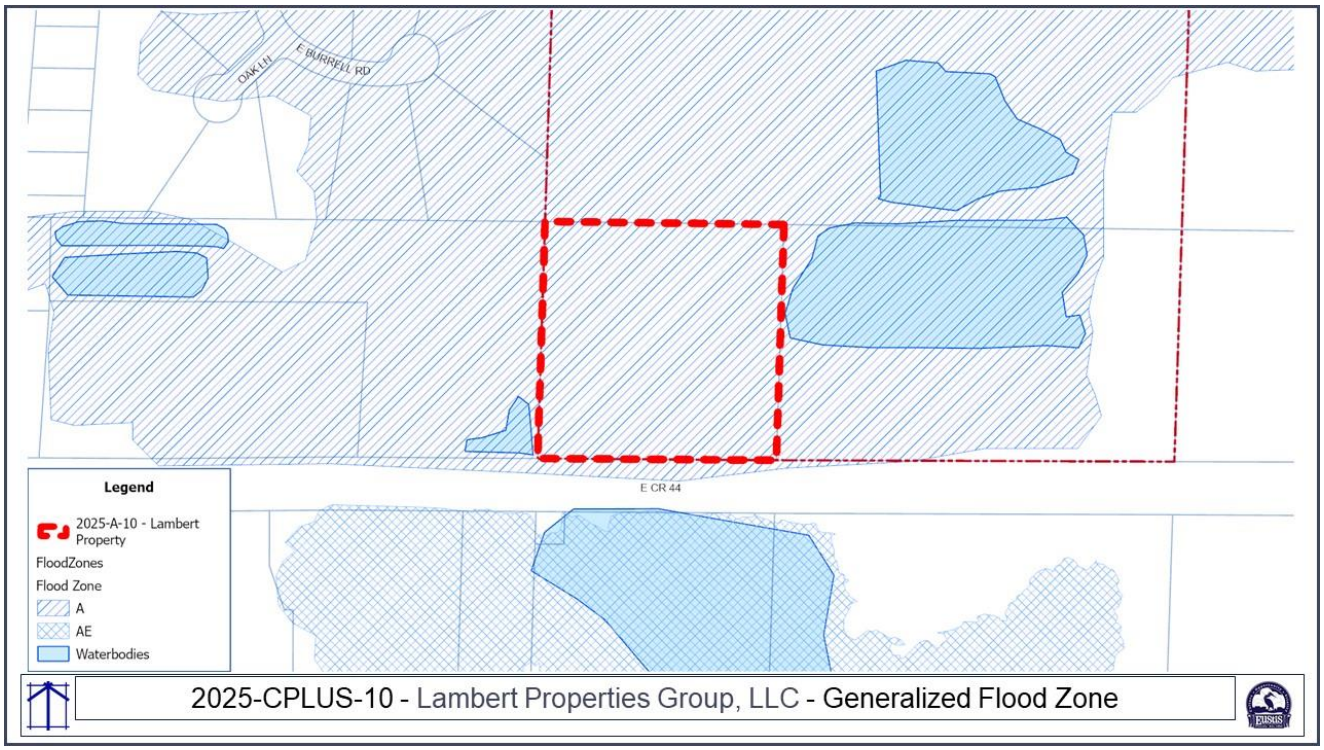
b. Gross residential development is less than 2 units per acre;

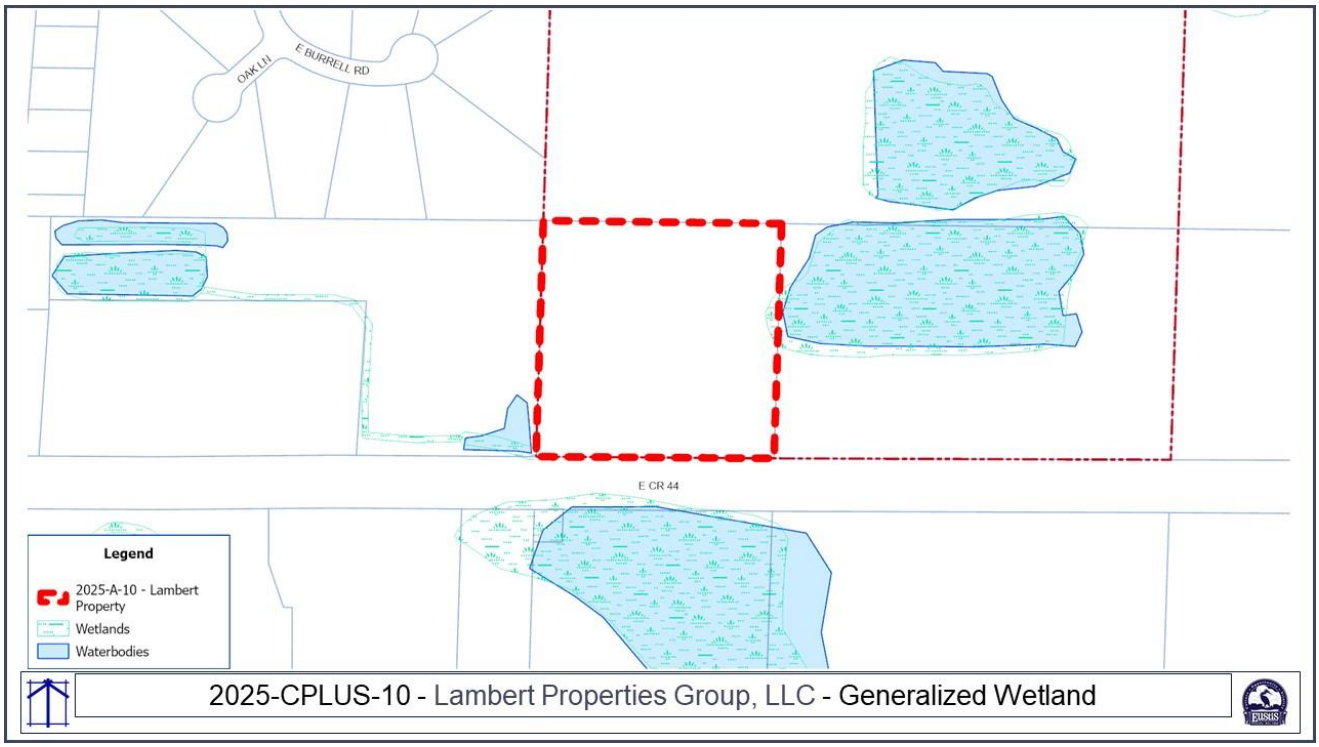
c. Public water service is provided;

d. Wetlands and other designated environmentally sensitive resources are not displaced;

e. Impervious surfaces in a development, including road pavement, are limited to 25%; and

f. There is no net loss of flood storage capacity.





5. Agricultural Area Protection*:*

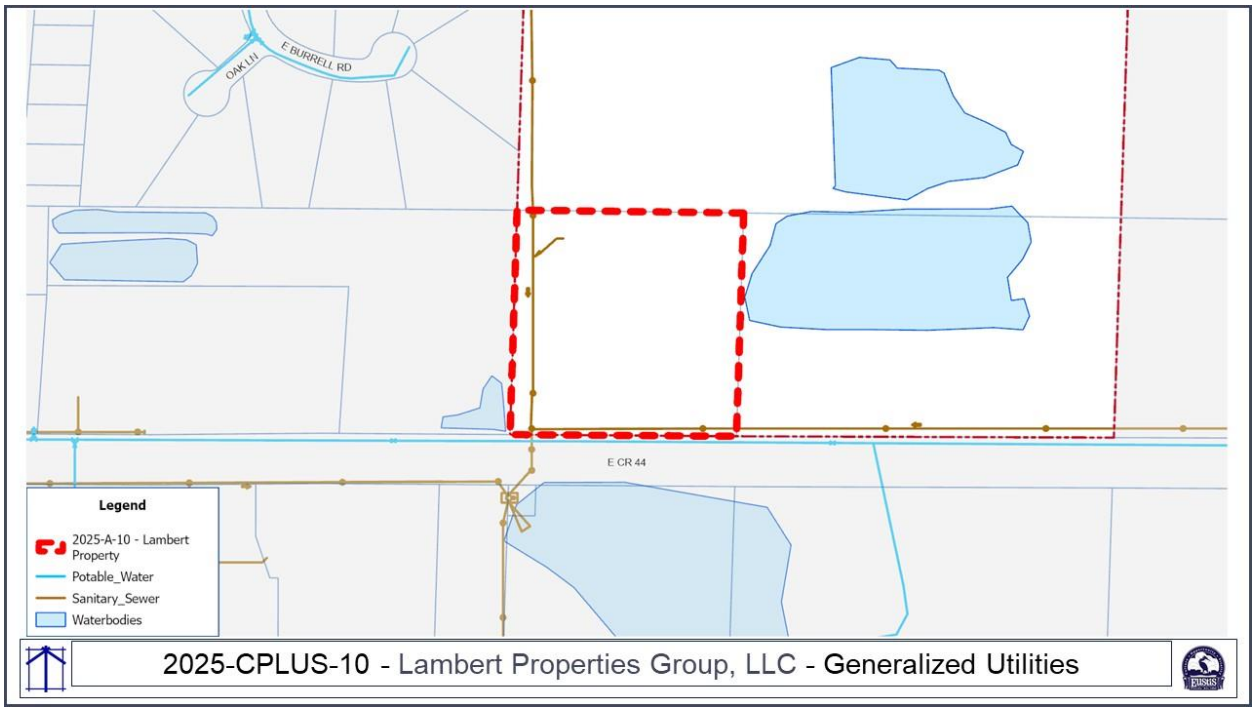
Fails to adequately protect adjacent agricultural areas and activities, including silviculture, active agricultural and silvicultural activities, passive agricultural activities, and dormant, unique, and prime farmlands and soils.

This indicator does not apply. The site and surrounding areas do not include active agricultural or silviculture operations. The location lies within a developed area that is continuing to undergo further development.

6. Public Facilities:

Fails to maximize use of existing public facilities and services.

This indicator is not applicable as city water is available to the property. Development of this parcel will maximize the use and efficiency of City water service. City sewer is available to the property and will be addressed via the site development process.



7. Cost Effectiveness and Efficiency of Public Facilities:

Allows for land use patterns or timing that disproportionately increase the cost in time, money, and energy of providing and maintaining facilities and services, including roads, potable water, sanitary sewer, stormwater management, law enforcement, education, health care, fire and emergency response, and general government.

This indicator does not apply as there is adequate capacity to accommodate both existing and future development aligned with the requested MCI future land designation. The city already provides these services to other properties within the area, which will further efficiency.

8. Separation of Urban and Rural:

Fails to provide a clear separation between rural and urban uses.

This indicator does not apply. No nearby properties contain active agricultural activities or uses. The surrounding area is either developed or has development entitlements, featuring a mix of suburban and rural densities and intensities. The mixed-use nature of the MCI land use designation and the Suburban Corridor Design District align well with the established development pattern. Environmental constraints on the site may pose challenges to meeting Comprehensive Plan policies for natural resource protection, but these will be addressed during the site plan review process.

9. Infill and Redevelopment:

Discourages or inhibits infill development or the redevelopment of existing neighborhoods and communities.

This indicator does not apply.

Functional Mix of Uses:

Fails to encourage a functional mix of uses.

This indicator does not apply. This property is surrounded by a mix of residential and non-residential uses, with MCI designations located immediately adjacent to the property to the east.

10. *Accessibility among Uses*:

Results in poor accessibility among linked or related land uses.

The site constraints and environmental factors on the property may make it difficult to ensure any linkages between related uses. However, these will be reviewed during the review of future proposed development of the property.

11. Open Space:

Results in the loss of significant amounts of functional open space.

This indicator does not apply. The site lacks functional open space and is not linked to regionally significant open space.

12. Urban Sprawl:

The future land use element or plan amendment shall be determined to discourage the proliferation of urban sprawl if it incorporates a development pattern or urban form that achieves four or more of the following:

a. Direction of Growth:

   Directs or locates economic growth and associated land development to geographic areas of the community in a manner that does not have an adverse impact on and protects natural resources and ecosystems.

   The site is adjacent to established urban, suburban, and rural development areas. While environmental constraints may present difficulty in meeting Comprehensive Plan policies for natural resource protection, these challenges will be addressed during the site plan review process.

b. Efficient and Cost-Effective Services:
   Promotes the efficient and cost-effective provision or extension of public infrastructure and services.

   Water and sewer service is available.

c. Walkable and Connected Communities:
   Promotes walkable and connected communities and provides for compact development and a mix of uses at densities and intensities that will support a range of housing choices and a multimodal transportation system, including pedestrian, bicycle, and transit, if available.

During development, the site must comply with the City's Land Development Regulations concerning connectivity and sidewalks. However, County Road 44, which is not part of the City's infrastructure, currently lacks a sidewalk system, making interconnectivity with existing and future uses a challenge.

d. Water and Energy Conservation:
Promotes the conservation of water and energy.

At time of site development, the property must adhere to City development standards and Florida Building Code requirements, ensuring the use of energy and water-efficient appliances.

e. Agricultural Preservation:
Preserves agricultural areas and activities, including silviculture, and dormant, unique, and prime farmlands and soils.

Not applicable; this site and adjacent areas do not support active agricultural or silvicultural activities. The site is within an existing developed residential and non-residential area.

f. Open Space:
Preserves open space and natural lands and provides for public open space and recreation needs.

Open space will be finalized during the site plan review process to ensure the preservation of natural resource features and functions. This assessment will prioritize the protection of wildlife habitats, substantial buffering for natural wetlands and water bodies, and the establishment of greenway corridors.

g. Balance of Land Uses:
Creates a balance of land uses based upon the demands of the residential population for the nonresidential needs of an area.

The proposed land use allows for both commercial and industrial type uses like those to the east.

h. Urban Form Densities and Intensities:
Provides uses, densities, and intensities of use and urban form that would remediate an existing or planned development pattern in the vicinity that constitutes sprawl, or if it provides for an innovative development pattern such as transit-oriented developments or new towns as defined in s. 163.3164.

Not applicable.

In Accordance with the Comprehensive Plan Future Land Use Element Appendix:

All applications for a Plan amendment relating to the development patterns described and supported within the Plan including, but not limited to, site specific applications for changes in land use designations, are presumed to involve a legislative function of local government which, if approved, would be by legislative act of the City and shall, therefore, be evaluated based upon the numerous generally acceptable planning, timing, compatibility, and public facility considerations detailed or inferred in the policies of the Plan. Each application for an amendment to the Map #1: 2035 Future Land Use Map by changing the land use designation assigned to a parcel of property shall also be reviewed to determine and assess any significant impacts to the policy structure on the Comprehensive Plan of the proposed amendment including, but not limited to, the effect of the land use change on either the internal consistency or fiscal structure of the Plan.

Major Categories of Plan Policies:

This Plan amendment application review and evaluation process will be prepared and presented in a format consistent with the major categories of Plan policies as follows:

1. General Public Facilities/Services:

Since the Plan policies address the continuance, expansion and initiation of new government service and facility programs, including, but not limited to, capital facility construction, each application for a land use designation amendment shall include a description and evaluation of any Plan programs (such as the effect on the timing/financing of these programs) that will be affected by the amendment if approved. This analysis shall include the availability of, and actual and anticipated demand on, facilities and services serving or proposed to serve the subject property. The facilities and services required for analysis include emergency services, parks and recreation, potable water, public transportation if and when available, sanitary sewer, schools, solid waste, stormwater, and the transportation network.

a. Emergency Services Analysis:

Eustis emergency services already provide emergency response to other properties in the area. Development in line with the MCI Future land use designation is not anticipated to significantly affect the operational efficiency of Eustis emergency services.

b. Parks & Recreation:

Not applicable. The proposed MCI land use is non-residential.

c. Potable Water & Sanitary Sewer:

Water and sewer are available to the subject property. Both water and sewer systems have adequate capacity to serve the site.

d. Schools:

The proposed MCI request is non-residential in nature, therefore the change should not negatively impact schools.

e. Solid Waste:

The City collaborates with Waste Management for solid waste collection, and the company already services the properties in the vicinity of the site. Providing service to this property will promote service delivery efficiency.

f. Stormwater:

The Comprehensive Plan and Land Development Regulations include the level of service (LOS) standards to which new development must adhere. Projects designed to meet these standards will not negatively affect the existing facilities and services.

g. Transportation Network Analysis:

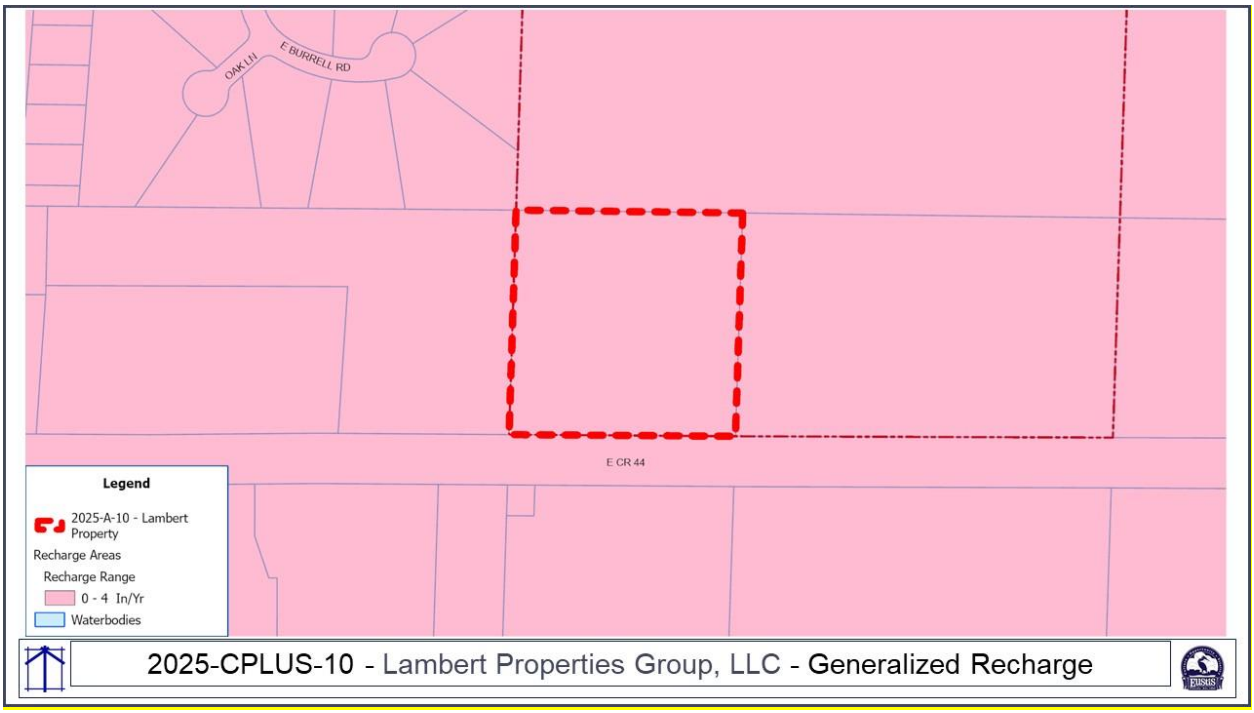
The proposed non-residential development is expected to have no adverse effects on the existing transportation system. Currently, the adjacent transportation network has sufficient capacity to accommodate the proposed MCI property, even at full development standards.

2. **Natural Resources/Natural Features:**

The policies of the Plan also contain general regulatory guidelines and requirements for managing growth and protecting the environment. These guidelines will be used to evaluate the overall consistency of the land use amendment with the Comprehensive Plan. Specifically, each amendment will be evaluated to 1) determine the existence of groundwater recharge areas; 2) the existence of any historical or archaeological sites; 3) the location of flood zones and the demonstration that the land uses proposed in flood-prone areas are suitable to the continued natural functioning of flood plains; and 4) the suitability of the soil and topography to the development proposed.

a.Groundwater recharge areas:

The site may be within a recharge area; a site-specific geotechnical and hydrological study will be needed to determine the site-specific impact at the time of development. Source: Lake County Comprehensive Plan 2030 Floridian Aquifer Recharge Map.



b.Historical or archaeological sites:

The City does not have any record of Florida Master Site Files related to this property and no known historical or cultural resources exist.

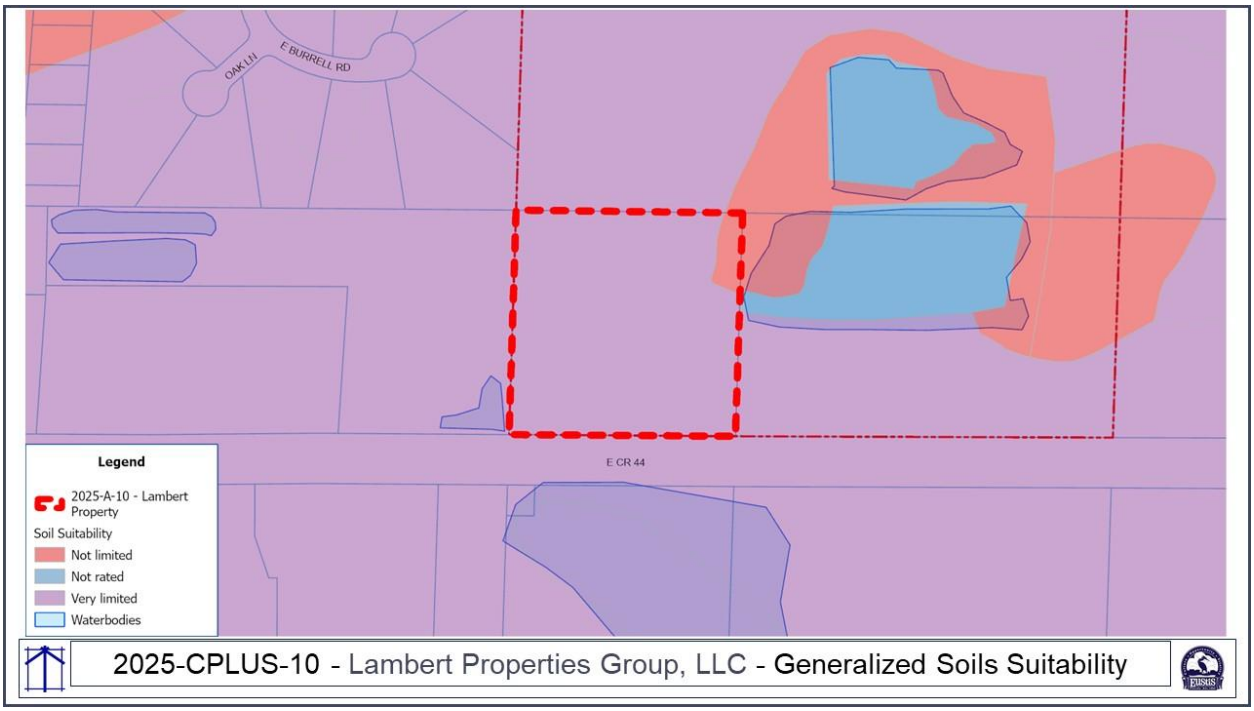
c.Flood zones:

The subject property is impacted by a 100-year flood zone area. Source - Lake County GIS - 2012 Flood Zones.

d.*Soil and topography:*

Soils appear to be suitable for development. At the development application stage, soils and geotechnical reports will be required as part of the application packages, as well as for permitting for development with the applicable state agencies.

As building permit approval must be obtained before development can begin, the Comprehensive Plan and the Land Development Regulations include standards for the protection of environmentally sensitive lands that would apply should conditions at the time of development warrant such protection.



3. Comprehensive Plan Review:

Additional criteria and standards are also included in the Plan that describe when, where and how development is to occur. Plan development policies will be used to evaluate the appropriateness of the compatibility of the use, intensity, location, and timing of the proposed amendment.

Existing Land Use According to the Lake County Comprehensive Plan:

Policy I-1.3.2 Urban Low Density Future Land Use Category

The Urban Low Density Future Land Use Category provides for a range of residential development at a maximum density of four (4) dwelling units per net buildable acre in addition to civic, commercial, and office uses at an appropriate scale and intensity to serve this category. Limited light industrial uses may only be allowed as a conditional use, unless permitted as an Economic Development Overlay District use.

This category shall be located on or in proximity to collector or arterial roadways to minimize traffic on local streets and provide convenient access to transit facilities.

Within this category any residential development in excess of 10 dwelling units shall be required to provide a minimum 25% of the net buildable area of the entire site as common open space. The maximum intensity in this category shall

be 0.25, except for civic uses and Economic Development Overlay District uses, which shall be 0.35. The maximum Impervious Surface Ratio shall be 0.60.

TYPICAL USES INCLUDE:

• Residential;

• Nursing and personal care facilities;

• Civic uses;

• Residential professional offices;

• Passive parks;

• Religious organizations;

• Day care services;

• Schools;

• Commerce uses, including: services, retail trade, finance, insurance and real estate as allowed pursuant to Policy I-1.3.10 Commercial Activities within the Urban Future Land Use Series; and

• Public order and safety; and

• Economic Development Overlay District Uses for properties included within the Economic Development Overlay District (Map 20, Future Land Use Map Series), and subject to Objective I-6.5.

TYPICAL USES REQUIRING A CONDITIONAL USE PERMIT:

• Active parks and recreation facilities;

• Light industrial such as manufacturing, wholesale trade, transportation, communications, electric, gas and sanitary services shall require a conditional use permit, unless the proposed use is permitted as an Economic Development Overlay District use. Light industrial conditional use activities are limited to those without off-site impacts and takes place primarily within an enclosed building;

• Animal specialty services;

• Mining and resource extraction;

• Hospitals; and

Analysis of Design District Request **(Ordinance Number 25-36)**:

Form-Based Code:

The City's Land Development Regulations are a form-based code. Design districts are unique to form-based codes. Lake County still uses traditional Euclidean zoning, so there are no design districts for parcels in unincorporated Lake County. When a parcel annexes into the City of Eustis, the City must assign a consistent design district that follows the urban, suburban and rural transect

1. *Standards for Review:*

The Land Development Regulations include the following standards for review of an amendment to the Design District Map. In approving a change in the designation, the City Commission shall consider: Whether the amendment is in conflict with any applicable provisions of the Code.

a.Section 102-17(a) "...Section 109-3 Design Districts:

identifies the definition, structure, and form of each design district. The assignment of design district must follow the district pattern and intent."

The requested amendment assigns a newly annexed parcel a designation that meets the district pattern and intent (Suburban Corridor). The Suburban development pattern and intent, and the Suburban neighborhood definition, structure, and form description are stated below. The assignment of a Suburban Corridor design district designation is appropriate due to the established and proposed development patterns in the area.

b.Sec. 109-5.5. Suburban development pattern intent statements:

Intent. Suburban development pattern…relies primarily on a pattern of residential development that provides the majority of property owners with substantial yards on their own property. The street layout, comprised of streets with fewer vehicular connections, helps to reduce cut-through traffic and establishes distinct boundaries for residential communities/subdivisions. Each land use provides for pedestrian and bicycle connections.

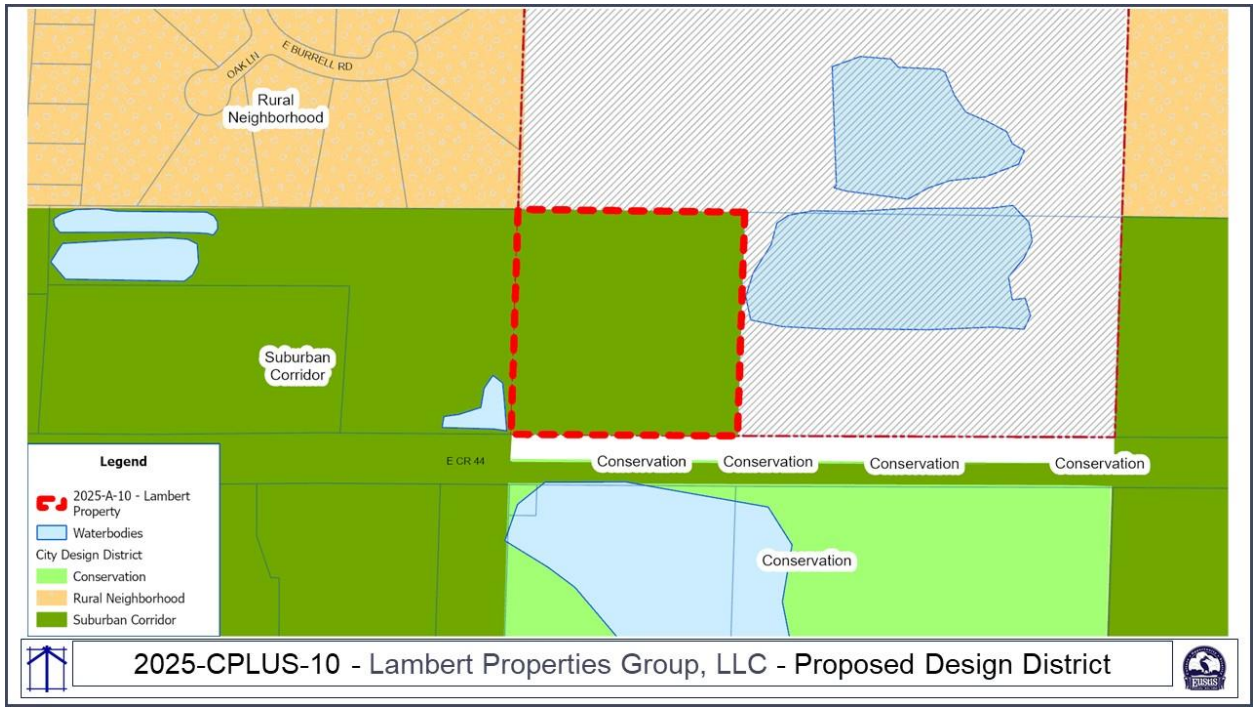
Design districts – Suburban Corridor

a. Definition. Linear concentrations of typically commercial uses, predominately auto-oriented uses. The parcel size ranges from large areas of depth to shallow in nature, compatible with the adjacent neighborhoods.

b. Structure. The street system is designed to accommodate the density, intensity, and form of suburban development and provides functional connections that link neighborhoods to shopping areas.

c. Form. Predominately single-use areas that may include a mix of uses, retail, and residential.

The Suburban development patterns statement above indicates that residential uses are primarily located on streets with fewer vehicle connections. A Suburban Corridor designation follows the district pattern and intent outlined in the Land Development Regulations and is consistent with the existing transect in the area.



c. ***Section 102-17(a)***

The following guidelines must be followed when proposing the reassignment of a design district:

Compatible intensities should face across streets. Changes in design districts should occur along rear alleys or lanes or along conservation edges.

Reassignment is not being proposed; a Eustis design district designation must be assigned to annexed property; the proposed design district is compatible with the surrounding design districts.

d. *Consistent with Comprehensive Plan:*

Whether the proposed amendment is consistent with all elements of the comprehensive plan.

The requested amendment is consistent with the Future Land Use element (including Policy FLU 1.2.4, Development Patterns, and FLU 1.3.2. Maintain Residential Compatibility), as well as all other elements of the Comprehensive Plan.

e. Consistent with Surrounding Uses:

Whether, and the extent to which, the proposed design district is consistent with existing and proposed land uses.

The Suburban Corridor definition, structure, and form are compatible with the existing uses and any proposed uses permitted under the MCI future land use designation.

f. ***Changed Conditions:***

Whether there have been changed conditions that justify amending the design district.

The subject property is proposed for annexation, and a design district assignment is necessary. The conditions have changed from land located in unincorporated Lake County without central services to a site within the City of Eustis with municipal services.

g. ***Public Facilities.***

Whether, and the extent to which, the proposed redistricting would result in demands on public facilities, and whether, or to the extent to which, the proposed change would exceed the capacity of such public facilities, including, but not limited to police, roads, sewage facilities, water supply, drainage, solid waste, parks and recreation, schools, and fire and emergency medical facilities.

A redistricting is not proposed. Assigning a design district to an annexation property will not change the demand impact on public facilities. The Future Land Use designation controls the density and intensity permitted on the site, so the Design District map amendment would not result in impacts beyond that already anticipated. Also, see the analysis of public facilities in the above sections of this report.

h. Impact on Environment:

Whether, and the extent to which, the redistricting would result in significant impacts on the natural environment.

The proposed Design District designation for this property does not change the development potential of the parcel. Design Districts control the form and function of any development that does occur. The Future Land Use designation controls the density, intensity, and minimum open space permitted on the site, so the Design District amendment would not result in additional impacts on the natural environment. As building permit approval must be obtained before development can begin, the Comprehensive Plan and the Land Development Regulations include standards for the protection of environmentally sensitive lands that would apply should conditions at the time of development warrant such protection.

i. Property Values:

Whether, and the extent to which, the proposed redistricting would affect the property values in the area.

Redistricting is not being proposed; a City of Eustis design district designation must be assigned to the annexed property. This request should not affect property values because the proposed Design District designation is consistent with the surrounding development patterns and design districts.

j. Orderly Development Pattern:

Whether, and the extent to which, the proposed redistricting would result in an orderly and logical development pattern.

The request is the assignment of a design district to an annexation parcel, not redistricting. However, the proposed Design District designation is consistent with the suburban development pattern identified in Section 109-5.5 of the Land Development Regulations. Assignment of the requested designation will result in a more orderly and logical development pattern, making the designation consistent with the surrounding area designations and established development patterns.

k. Public Interest and Intent of Regulations:

Whether the proposed redistricting would be in conflict with the public interest, and in harmony with the purpose and intent of these regulations.

The request is the assignment of a design district to an annexation parcel, not redistricting. The proposed Design District is not in conflict with the public interest and reflects the purpose and intent of the regulations.

l. Other Matters:

Any other matters that may be deemed appropriate by the city commission, in review and consideration of the proposed redistricting.

The request is the assignment of a design district to an annexation parcel, not redistricting. The City's Land Development Regulations are a form-based code. The Design District designations define the development form, but not the types of land use, densities, intensities, or required open space. The districts, therefore, must be consistent and follow the urban, suburban, and rural transects. This request assigns a Suburban Corridor design district designation to an annexation parcel, which is consistent with the existing transect.

Applicable Policies and Codes

1. Resolution Number 87-34

   Joint Planning Area Agreement with Lake County: “The City and the County agree that the unincorporated areas adjacent to the City might be appropriately served by urban services provided by the City, and might therefore be annexed into the City in accordance with State law……. The City agrees to annex property in accordance with State law and provide adequate urban services and facilities to serve those areas within the Joint Planning Area.”
2. Florida Statues Chapter 171.044: Voluntary Annexation:
   a. “The owner or owners of real property in an unincorporated area of a county which is contiguous to a municipality and reasonably compact may petition the governing body of said municipality that said property be annexed to the municipality.”
   b. “Land shall not be annexed through voluntary annexation when such annexation results in the creation of enclaves.”

Comprehensive Plan – ***Mixed Commercial Industrial (MCI)***

This land use designation is intended to provide for development of light manufacturing, distribution, corporate office & related commercial and industrial facilities in select high profile locations and in well planned environments.

General Range of Uses: This category accommodates a mix of commercial and light industrial, including but not limited to commercial parking, fast lube/oil change, major vehicle service, commercial neighborhood, retail sales and services, self service storage, vehicle parts and accessories (sales), and sports complexes. Vocational schools and government buildings are also permitted uses.

Maximum Density: Not applicable.

Intensity Range: up to 2.5 FAR subject to restrictions in Section 109-3 of the Land Development Regulations.

Mix Requirements: There are proportional requirements and limitations regarding the amount of residential and non-residential uses allowable in an area designated MCI. For the mixed land use category MCI, the city establishes, and shall monitor on a citywide basis, a mix of uses as follows:

Commercial: Not more than 20% of total MCI acreage

Commercial/Office: Not more than 80% of total MCI acreage

The composition of mix for each proposed development will be determined on a case-by-case basis during the development review process. Specific uses permitted will be monitored by the city to ensure continuity and compatibility with adjacent land uses. Individual properties may develop residentially or commercially, provided that all applicable criteria set forth herein are met.

Special Provisions:

(1) Future amendments to designate areas as MCI may be permitted in undeveloped areas oriented to major highways & other transportation facilities as determined by market demand, and provided that:

a. Mixed Commercial Industrial areas and developments therein will be held to a higher level of community design relative to signage, lighting, landscape materials, and building quality than General Commercial areas; and

b. signage and lighting are limited to maintain the generally semi-rural or high-profile image character of these designated areas.

Business Impact Estimate Eligibility Form

Section 166.041(4), Florida Statutes

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City of Eustis' website by the time notice of the proposed ordinance is published.

This form simply assists in determining whether a Business Impact Estimate must be completed under Florida law for the proposed ordinance. Should a Business Impact Estimate be required or should the City opt to provide one as a courtesy based on the selection below then a separate form with the statutory components of Section 166.041(4)(a) shall also accompany the proposed ordinance.

Ordinance Number	25-34
Ordinance Subject	Annexation 2025-A-10
Legal Advertising Date	November 30, 2025
First Reading On	12/9/2025
Second Reading On	1/22/2026

Ordinance Title

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA, VOLUNTARILY ANNEXING APPROXIMATELY 5.6 ACRES OF REAL PROPERTY AT ALTERNATE KEY NUMBER 1213835, GENERALLY LOCATED NORTH OF COUNTY ROAD 44 AND EAST OF STATE ROAD 19.

Based on the City's review of the proposed ordinance (*must select one of the following*):

☒ The City has determined the statutory exemption identified below applies to the proposed ordinance; a Business Impact Estimate is NOT required and therefore not provided.

☐ The City has determined the statutory exemption identified below applies to the proposed ordinance; however, the City has prepared the Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance.

☐ The City has prepared a Business Impact Estimate in accordance with section 166.041(4), Florida Statutes.

Exemptions

The City has determined that a Business Impact Estimate is NOT required as the following exemption applies to the proposed ordinance:

Section 166.041 (4)(c) exemption: It is enacted to implement comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality.

ORDINANCE NUMBER 25-35

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA, AMENDING THE CITY OF EUSTIS COMPREHENSIVE PLAN PURSUANT TO 163.3187 F.S.; CHANGING THE FUTURE LAND USE DESIGNATION OF APPROXIMATELY 5.6 ACRES OF RECENTLY ANNEXED REAL PROPERTY AT ALTERNATE KEY NUMBERS 1213835, GENERALLY LOCATED NORTH OF COUNTY ROAD 44 AND EAST OF STATE ROAD 19, FROM URBAN LOW IN LAKE COUNTY TO MIXED COMMERCIAL INDUSTRIAL IN THE CITY OF EUSTIS.

WHEREAS, on November 4, 2010, the Eustis City Commission adopted the City of Eustis Comprehensive Plan 2010-2035 through Ordinance Number 10-11; and

WHEREAS, the State of Florida Department of Community Affairs found the City of Eustis Comprehensive Plan 2010-2035 in Compliance, pursuant to Sections 163.3184, 163.3187, and 163.3189 Florida Statutes; and

WHEREAS, the City of Eustis periodically amends its Comprehensive Plan, in accordance with Chapters 163.3187 and 163.3191, Florida Statutes; and

WHEREAS, the City of Eustis desires to amend the Future Land Use Map Series to change the Future Land Use designation on approximately 5.6 acres of real property located North of County Road 44 and East of State Road 19 (Alternate Key Number 1213835), and more particularly described herein and as shown in Exhibit “A”; and

WHEREAS, on December 9, 2025, the Local Planning Agency held a Public Hearing to consider the adoption of a Large-Scale Future Land Use Amendment for this change in the designation; and

WHEREAS, on December 9, 2025, the City Commission held the 1st Adoption Public Hearing to accept the Local Planning Agency’s recommendation to adopt the Small-Scale Future Land Use Amendment contained herein; and

WHEREAS, on January 22, 2026, the City Commission held the 2nd Adoption Public Hearing to consider the adoption of the Large-Scale Future Land Use Amendment contained herein as Exhibit “A”;

NOW, THEREFORE, THE COMMISSION OF THE CITY OF EUSTIS HEREBY ORDAINS:

SECTION 1.

Land Use Designation: That the Future Land Use Designation of the real property as described below shall be changed from Urban Low in Lake County to Mixed Commercial/ Industrial (MCI) within the City of Eustis:

Parcel Alternate Keys: 1213835

Parcel Identification Numbers: 35-18-26-0004-000-03600

Legal Description:

W 495 FT OF SW 1/4 OF SE 1/4 LYING N OF SR 452A ORB 6164 PG 910

(The foregoing legal description was created via optical character recognition from the applicant's PDF submittal and has not been verified for accuracy); and

SECTION 2.

Map Amendment and Notification: That the Director of Development Services shall be authorized to amend the Future Land Use Map of the Comprehensive Plan to incorporate the change described in Section 1 and provide appropriate notification in accordance with Florida Statutes.

SECTION 3.

Conflict: That all Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

SECTION 4.

Severability: That should any section, phrase, sentence, provision, or portion of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole, or any part thereof, other than the part so declared to be unconstitutional or invalid.

SECTION 5.

Effective Date: The effective date of this plan amendment, if the amendment is not timely challenged, shall be 31 days after the Department of Economic Opportunity notifies the local government that the plan amendment package is complete. If timely challenged, this amendment shall become effective on the date the Department of Economic Opportunity or the Administration Commission enters a final order determining this adopted amendment to be compliant. No development orders, development permits, or land uses dependent on this amendment may be issued or commence before it has become effective. If a final order of noncompliance is issued by the Administration Commission, this amendment may nevertheless be made effective by the adoption of a resolution affirming its effective status, a copy of which resolution shall be sent to the Department of Economic Opportunity.

PASSED, ORDAINED AND APPROVED in Regular Session of the City Commission of the City of Eustis, Florida, this 22nd day of January 2026.

CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA

Willie L. Hawkins
Mayor/Commissioner

ATTEST:

Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

STATE OF FLORIDA
COUNTY OF LAKE

The foregoing instrument was acknowledged before me, by means of physical presence, this ___ day of ___ 2026, by Willie L. Hawkins, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

Notary Public - State of Florida
My Commission Expires:
Notary Serial No:

CITY ATTORNEY'S OFFICE

This document is approved as to form and legal content, but I have not performed an independent Title examination as to the accuracy of the Legal Description.

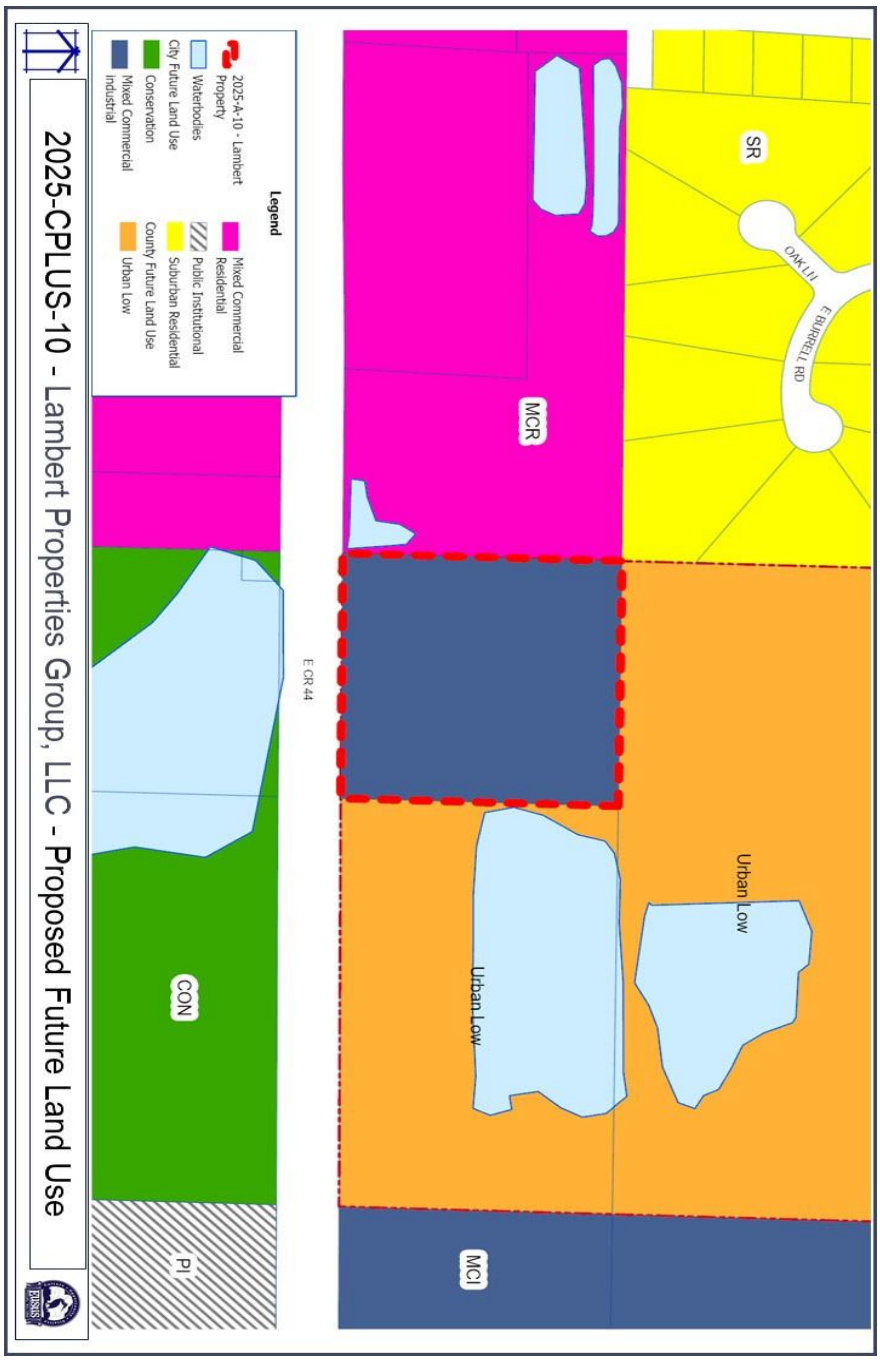
City Attorney's Office Date

CERTIFICATE OF POSTING

The foregoing Ordinance Number 25-34 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Christine Halloran, City Clerk

EXHIBIT “A”


2025-CPLUS-10 - Lambert Properties Group, LLC - Proposed Future Land Use
Legend
2025-A-10 - Lambert Property
Waterbodies
City Future Land Use
Conservation
Mixed Commercial Industrial
Mixed Commercial Residential
Public Institutional
Suburban Residential
County Future Land Use
Urban Low
SR
OAK LN
E BURRELL RD
MCR
E CR 44
CON
PI
Urban Low
Urban Low
MCI

Business Impact Estimate Eligibility Form

Section 166.041(4), Florida Statutes

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City of Eustis' website by the time notice of the proposed ordinance is published.

This form simply assists in determining whether a Business Impact Estimate must be completed under Florida law for the proposed ordinance. Should a Business Impact Estimate be required or should the City opt to provide one as a courtesy based on the selection below then a separate form with the statutory components of Section 166.041(4)(a) shall also accompany the proposed ordinance.

Ordinance Number	25-35
Ordinance Subject	Assignment of Future Land Use for Recently Annexed Propert - 2025-CPLUS-10
Legal Advertising Date	November 30, 2025
First Reading On	12/9/2025
Second Reading On	1/22/2026

Ordinance Title

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA, AMENDING THE CITY OF EUSTIS COMPREHENSIVE PLAN PURSUANT TO 163.3187 F.S.; CHANGING THE FUTURE LAND USE DESIGNATION OF APPROXIMATELY 5.6 ACRES OF RECENTLY ANNEXED REAL PROPERTY AT ALTERNATE KEY NUMBERS 1213835, GENERALLY LOCATED NORTH OF COUNTY ROAD 44 AND EAST OF STATE ROAD 19, FROM URBAN LOW IN LAKE COUNTY TO MIXED COMMERCIAL INDUSTRIAL IN THE CITY OF EUSTIS.

Based on the City's review of the proposed ordinance (*must select one of the following*):

☒ The City has determined the statutory exemption identified below applies to the proposed ordinance; a Business Impact Estimate is NOT required and therefore not provided.

☐ The City has determined the statutory exemption identified below applies to the proposed ordinance; however, the City has prepared the Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance.

☐ The City has prepared a Business Impact Estimate in accordance with section 166.041(4), Florida Statutes.

Exemptions

The City has determined that a Business Impact Estimate is NOT required as the following exemption applies to the proposed ordinance:

Section 166.041 (4)(c) exemption: It is enacted to implement comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality.

ORDINANCE NUMBER 25-36

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA; ASSIGNING THE SUBURBAN CORRIDOR DESIGN DISTRICT DESIGNATION TO APPROXIMATELY 5.6 ACRES OF RECENTLY ANNEXED REAL PROPERTY AT ALTERNATE KEY NUMBER 1213835, NORTH OF COUNTY ROAD 44 AND EAST OF STATE ROAD 19.

WHEREAS, the City of Eustis desires to amend the Design District Map of the Land Development Regulations adopted under Ordinance Number 09-33 to assign a Design District designation of Suburban Corridor to approximately 5.6 acres of the recently annexed real property further described below,

WHEREAS, on December 9, 2025, the City Commission held the 1st Public Hearing to consider the Design District Amendment contained herein; and

WHEREAS, on January 22, 2026, the City Commission held the 2nd Public Hearing to consider the adoption of the Design District Amendment contained herein;

NOW, THEREFORE, THE COMMISSION OF THE CITY OF EUSTIS, FLORIDA, HEREBY ORDAINS:

Section 1. Design District Designation

That the Design District Designation of the real property described below, and shown in Exhibit “A”, shall be Suburban Corridor:

Parcel Alternate Key: 1213835

Parcel Identification Number: 35-18-26-0004-000-03600

Legal Description:

W 495 FT OF SW 1/4 OF SE 1/4 LYING N OF SR 452A ORB 6164 PG 910

(The foregoing legal descriptions for the parcel are from the Lake County Property Appraiser webpage based on the alternate key numbers provided by the applicant. They have not been verified for accuracy)

Section 2. Map Amendment

That the Director of Development Services shall be authorized to amend the Design District Map to incorporate the change described in Section 1.

Section 3. Conflict

That all Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

Section 4. Severability

That should any section, phrase, sentence, provision, or portion of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole, or any part thereof, other than the part so declared to be unconstitutional or invalid.

Section 5. Effective Date

That this Ordinance shall become effective upon the annexation of the subject property through approval of Ordinance Number 25-36.

PASSED, ORDAINED AND APPROVED in Regular Session of the City Commission of the City of Eustis, Florida, this 22nd day of January 2026.

CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA

Willie L. Hawkins
Mayor/Commissioner

ATTEST:

Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

STATE OF FLORIDA
COUNTY OF LAKE

The foregoing instrument was acknowledged before me, by means of physical presence, this ___ day of ___ 2026, by Willie L. Hawkins, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

Notary Public - State of Florida
My Commission Expires:
Notary Serial No:

CITY ATTORNEY'S OFFICE

This document is approved as to form and legal content, but I have not performed an independent Title examination as to the accuracy of the Legal Description.

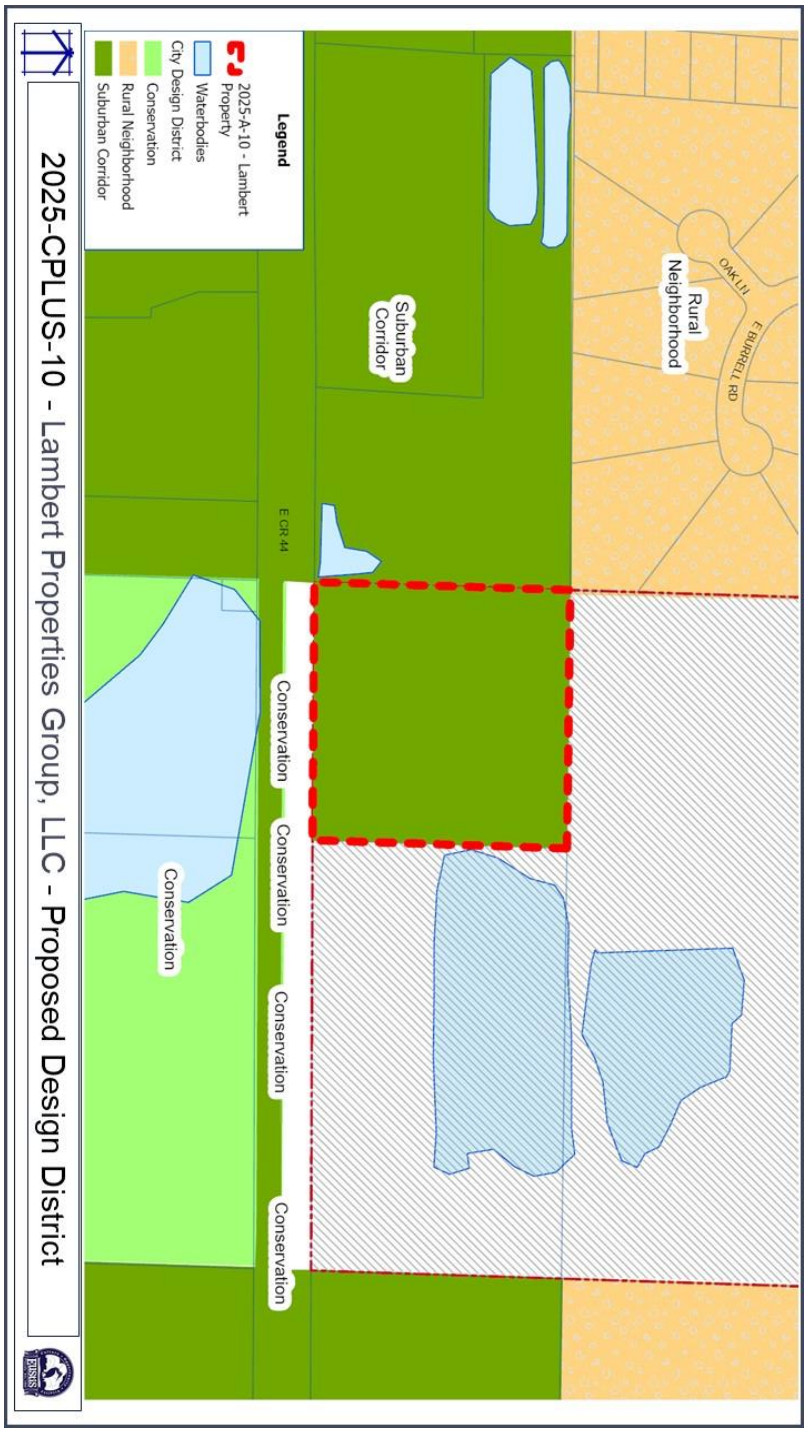
City Attorney's Office Date

CERTIFICATE OF POSTING

The foregoing Ordinance Number 25-36 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Christine Halloran, City Clerk

EXHIBIT "A"


2025-CPLUS-10 - Lambert Properties Group, LLC - Proposed Design District
Legend
2025-A-10 - Lambert Property
Waterbodies
City Design District
Conservation
Rural Neighborhood
Suburban Corridor
Suburban Corridor
Rural Neighborhood
OAK LN
E BURRELL RD
E CR 44
Conservation
Conservation
Conservation
Conservation
Conservation

Business Impact Estimate Eligibility Form

Section 166.041(4), Florida Statutes

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City of Eustis' website by the time notice of the proposed ordinance is published.

This form simply assists in determining whether a Business Impact Estimate must be completed under Florida law for the proposed ordinance. Should a Business Impact Estimate be required or should the City opt to provide one as a courtesy based on the selection below then a separate form with the statutory components of Section 166.041(4)(a) shall also accompany the proposed ordinance.

Ordinance Number	25-36
Ordinance Subject	Assignment of Design District for Recently Annexed Property 2025-DD-10
Legal Advertising Date	November 30, 2025
First Reading On	12/9/2025
Second Reading On	1/22/2026

Ordinance Title

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA; ASSIGNING THE SUBURBAN CORRIDOR DESIGN DISTRICT DESIGNATION TO APPROXIMATELY 5.6 ACRES OF RECENTLY ANNEXED REAL PROPERTY AT ALTERNATE KEY NUMBER 1213835, NORTH OF COUNTY ROAD 44 AND EAST OF STATE ROAD 19.

Based on the City's review of the proposed ordinance (*must select one of the following*):

☒ The City has determined the statutory exemption identified below applies to the proposed ordinance; a Business Impact Estimate is NOT required and therefore not provided.

☐ The City has determined the statutory exemption identified below applies to the proposed ordinance; however, the City has prepared the Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance.

☐ The City has prepared a Business Impact Estimate in accordance with section 166.041(4), Florida Statutes.

Exemptions

The City has determined that a Business Impact Estimate is NOT required as the following exemption applies to the proposed ordinance:

Section 166.041 (4)(c) exemption: It is enacted to implement comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality.

City of Eustis
P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

TO: EUSTIS CITY COMMISSION

FROM: Tom Carrino, City Manager

DATE: December 9, 2025

RE: **FIRST READING**

Ordinance Number 25-38: 2025-CPT-01: Evaluation and Appraisal Report Amendment for the City's Comprehensive Plan

Introduction:

The proposed Comprehensive Plan Text Amendment amends the City's Comprehensive Plan and the associated elements to reflect statutory changes as identified in the Evaluation and Appraisal Review (EAR) conducted from July to November, 2025.

Background:

State statute requires the City to review its Comprehensive Plan every seven years and submit Evaluation and Appraisal Review (EAR)-based amendments to the Florida Department of Commerce (FloridaCommerce) for approval. Pursuant to Section 163.3191(1)-(5), Florida Statutes (F.S.), the City must determine whether amendments are necessary to reflect changes in state requirements and notify the state planning agency of its findings.

In 2024, City Planning staff conducted a preliminary review of the Comprehensive Plan. On October 28, 2024, the City submitted a letter to FloridaCommerce requesting additional time to complete a thorough analysis and prepare proposed revisions. The amendments resulting from this process are presented and evaluated in this document.

The evaluation and appraisal review identified outdated strategies, policies, and tables that are no longer required by statute or consistent with current planning practices. Additionally, overly detailed language has created conflicts in interpretation. In the proposed revisions, text recommended for removal is shown with strike-through formatting, while new language is presented with underlining. For brevity, many specific edits are not included in this staff report.

Summary of Proposed Amendments

1. Future Land Use Element. The City hereby amends the Future Land Use Element as follows:

- Updated long-term planning horizon to 2046
- Policy FLU 1.1.2, Strategy for Sustainability, is repealed.
- References to outdated maps in Policy FLU 1.2.1 are deleted.
- A new policy is adopted requiring that land use decisions be consistent with the availability of public facilities and services.
- Future Land Use Districts are relocated to Section FLU 1.2.7 through FLU 1.2.19.
- Policy FLU 1.2.20, Transfer of Development Rights, is adopted in coordination with County implementation of the TDR process.
- Language in Policies FLU 1.3.1, FLU 1.3.2, FLU 1.4.7, FLU 3.1.2, FLU 3.1.4, and FLU 5.1.2 is streamlined to remove unnecessary specificity.

- Sections in the Appendix detailing plan amendment and zoning standards of review have been moved to the Data and Analysis.

2. Transportation Element. The Transportation Element is amended as follows:

- Policy TRA 1.4.9, Transportation Corridor Aesthetics, is adopted.
- Policies TRA 1.5.7, TRA 1.8.1, TRA 2.1.3, and TRA 2.2.8 are repealed.

3. Housing Element. Minor adjustments are adopted; no substantive changes are made.

4. Infrastructure Element. Outdated deadlines are removed. Policy PWS 1.1.5, City Regulatory Authority, is repealed. Appendices containing copies of Consumptive Use Permits are deleted.

5. Conservation Element. Policy 3.1.3, City Projects, is repealed

6. Recreation and Open Space Element. Policies REC 1.1.1 and REC 1.1.2, Recreation Level of Service Standards, are repealed.

7. Intergovernmental Coordination Element. No substantive changes are adopted.

8. Capital Improvements Element. Table 1, Five-Year Capital Improvement Plan, and Table 4, Prioritizing Capital Projects, are repealed.

9. Economic Development Element. The Economic Development Element is hereby amended as follows:

- The names of current economic development partners have been updated within this section.
- Multiple public plans with which the City collaborates have been incorporated.
- **Policy ECD 1.1.5** – Entrepreneur Development through the University of Central Florida/Eustis Business Incubator – is adopted.
- **Policy ECD 1.1.6** – Development Incentives – is adopted into this element.

10. Property Rights Element. No substantive changes are adopted.

Recommended Action:
Staff recommends that the City Commission transmit this Comprehensive Plan Text Amendment (2025-CPT-01) to the FloridaCommerce for their review and comments.

Alternatives:
1. Transmit the Comprehensive Plan Text Amendment to the FloridaCommerce for comments and review.
2. Not transmit the Comprehensive Plan Text Amendment to the FloridaCommerce.

Budget/Staff Impact:
Not Applicable

Business Impact Estimate:
Not Applicable

Prepared By:
Mike Lane, AICP, Development Services Director

Reviewed By:

Jeff Richardson, AICP< Deputy Director, Development Services Department
Kyle Wilkes, AICP, Senior Planner

Attachment:
Exhibit A

ORDINANCE NUMBER 25-38

AN ORDINANCE AMENDING THE COMPREHENSIVE PLAN OF THE CITY OF EUSTIS, SPECIFICALLY TO ADOPT CITY-INITIATED EVALUATION AND APPRAISAL REVIEW (EAR) BASED AMENDMENTS PURSUANT TO SECTION 163.3191, FLORIDA STATUTES; (1) UPDATE THE GOALS, OBJECTIVES AND POLICIES OF THE FUTURE LAND USE, TRANSPORTATION, HOUSING, INFRASTRUCTURE, CONSERVATION, RECREATION AND OPEN SPACE, INTERGOVERNMENTAL COORDINATION, CAPITAL IMPROVEMENTS, ECONOMIC DEVELOPMENT, AND PROPERTY RIGHTS ELEMENTS OF THE COMPREHENSIVE PLAN, (2) TO UPDATE THE FUTURE LAND USE MAP SERIES; PROVIDING FOR SEVERABILITY; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Commission adopted the City of Eustis Comprehensive Plan 2010-2035 on November 4, 2010; and

WHEREAS, the City of Eustis periodically amends its Comprehensive Plan in accordance with Section 163.3191, Florida Statutes; and

WHEREAS, these Plan amendments improve internal consistency of the Comprehensive Plan and remove outdated language, due-dates and/or deadlines and planning techniques; and

WHEREAS, the City of Eustis advertised and held public hearings in accordance with Section 163.3191, Florida Statutes; and

WHEREAS, the City of Eustis Local Planning Agency recommended approval of the Comprehensive Plan amendment at a public hearing on December 9, 2025; and

WHEREAS, the City Commission held a public hearing on December 9, 2025 with all required public notice for the purpose of hearing and considering the comments of the general public; and

WHEREAS, the City Commission finds that the Plan, as amended, is internally consistent with and compliant with the provisions of State law including, but not limited to, Part II, Chapter 163, Florida Statutes.

NOW, THEREFORE, BE IT ORDAINED by the City of Eustis, Florida: That the City of Eustis Comprehensive Plan 2025-2046 is hereby amended as follows:

Section 1. Future Land Use Element. The City hereby amends the Future Land Use Element as follows:

- Updated long-term planning horizon to 2046

- Policy FLU 1.1.2, Strategy for Sustainability, is repealed.
- References to outdated maps in Policy FLU 1.2.1 are deleted.
- A new policy is adopted requiring that land use decisions be consistent with the availability of public facilities and services.
- Future Land Use Districts are relocated to Section FLU 1.2.7 through FLU 1.2.19.
- Policy FLU 1.2.20, Transfer of Development Rights, is adopted in coordination with County implementation of the TDR process.
- Language in Policies FLU 1.3.1, FLU 1.3.2, FLU 1.4.7, FLU 3.1.2, FLU 3.1.4, and FLU 5.1.2 is streamlined to remove unnecessary specificity.
- Sections in the Appendix detailing plan amendment and zoning standards of review have been moved to the Data and Analysis.

Section 2. Transportation Element. The Transportation Element is amended as follows:

- Policy TRA 1.4.9, Transportation Corridor Aesthetics, is adopted.
- Policies TRA 1.5.7, TRA 1.8.1, TRA 2.1.3, and TRA 2.2.8 are repealed.

Section 3. Housing Element. Minor adjustments are adopted; no substantive changes are made.

Section 4. Infrastructure Element. Outdated deadlines are removed. Policy PWS 1.1.5, City Regulatory Authority, is repealed. Appendices containing copies of Consumptive Use Permits are deleted.

Section 5. Conservation Element. Policy 3.1.3, City Projects, is repealed.

Section 6. Recreation and Open Space Element. Policies REC 1.1.1 and REC 1.1.2, Recreation Level of Service Standards, are repealed.

Section 7. Intergovernmental Coordination Element. No substantive changes are adopted.

Section 8. Capital Improvements Element. Table 1, Five-Year Capital Improvement Plan, and Table 4, Prioritizing Capital Projects, are repealed.

Section 9. Economic Development Element. The Economic Development Element is hereby amended as follows:

- The names of current economic development partners have been updated within this section.
- Multiple public plans with which the City collaborates have been incorporated.
- **Policy ECD 1.1.5** – Entrepreneur Development through the University of Central Florida/Eustis Business Incubator – is adopted.
- **Policy ECD 1.1.6** – Development Incentives – is adopted into this element.

Section 10. Property Rights Element. No substantive changes are adopted.

3. That all Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

- That should any section, phrase, sentence, provision, or portion of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole, or any part thereof, other than the part so declared to be unconstitutional or invalid.

- The effective date of this plan amendment, if the amendment is not timely challenged, shall be 31 days after the Department of Commerce notifies the local government that the plan amendment package is complete. If timely challenged, this amendment shall become effective on the date the Department of Commerce or the Administration Commission enters a final order determining this adopted amendment to be in compliance. No development orders, development permits, or land uses dependent on this amendment may be issued or commence before it has become effective. If a final order of noncompliance is issued by the Administration Commission, this amendment may nevertheless be made effective by adoption of a resolution affirming its effective status, a copy of which resolution shall be sent to the Department of Commerce.

Section 11. Adoption of Exhibit A. The City of Eustis Comprehensive Plan 2025–2046, as amended herein, is adopted in its entirety and incorporated by reference as "Exhibit A" to this Ordinance.

PASSED, ORDAINED AND APPROVED in Regular Session of the City Commission of the City of Eustis, Florida, this 9th day of December 2025.

CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA

Willie L. Hawkins
Mayor/Commissioner

ATTEST:

Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

STATE OF FLORIDA
COUNTY OF LAKE

The foregoing instrument was acknowledged before me, by means of physical presence, this ___ day of ___ 2025, by Willie L. Hawkins, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

Notary Public - State of Florida
My Commission Expires:
Notary Serial No:

CITY ATTORNEY'S OFFICE

This document is approved as to form and legal content, but I have not performed an independent Title examination as to the accuracy of the Legal Description.

City Attorney's Office Date

CERTIFICATE OF POSTING

The foregoing Ordinance Number 25-38 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Christine Halloran, City Clerk

City of Eustis
2046 Comprehensive Plan
Goals, Objective, and Policies

Proposed December 2025

CITY OF EUSTIS

CITY OFFICIALS

MAYOR
Willie Hawkins

VICE MAYOR
Gary Ashcraft

COMMISSIONER
Michael Holland

COMMISSIONER
George Asbate

COMMISSIONER
Emily Lee

CITY MANAGER
Tom Carrino

ASSISTANT CITY MANAGER
Miranda Burrowes

CITY ATTORNEY
Sasha Garcia

CITY CLERK
Christine Halloran

City of Eustis
2046 Comprehensive Plan
Goals, Objective, and Policies

Proposed December 2025

Contacts

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FUTURE LAND USE ELEMENT
~~GOALS, OBJECTIVES AND POLICIES~~

GOAL FLU 1: DEVELOPMENT FRAMEWORK
Implement a land use and development framework that will, throughout the 2046 planning timeframe:

- **Promote diversified economic development;**
- **Protect and enhance residential neighborhoods;**
- **Ensure services and facilities for new and existing development;**
- **Discourage urban sprawl;**
- **Recognize the value of natural resources; and**
- **Respect private property rights.**

OBJECTIVE FLU 1.1: DEVELOPMENT FRAMEWORK IMPLEMENTATION
~~To create~~Create a planning framework and implementation strategy that will enhance the livability of the City of Eustis; promote its natural, cultural, and physical resources; minimize any negative effects of urban development on the natural resources of the City; maintain overall air quality; and discourage urban sprawl.

Policy FLU 1.1.1: Planning Principles

The following principles shall guide the creation of land use policy and development regulations within the City of Eustis~~:~~:

- Creating a range of housing opportunities and choices;
- Creating walkable neighborhoods;
- Encouraging community and stakeholder collaboration;
- Fostering distinctive, attractive communities with a strong sense of place;
- Making development decisions predictable, fair and cost effective;
- Allowing for a mix of land uses;
- Providing for open space, natural beauty and protection of critical environmental areas;
- Providing a variety of transportation choices;
- ~~and~~
- Encouraging compact building design~~;~~. And
- Coordinating Development with topography and soil conditions.

~~**Policy FLU 1.1.2: Strategy for Sustainability**~~

~~The City shall take the following actions as part of an overall strategy to improve energy efficiency and sustainability in the City of Eustis:~~

~~a. Continue to support alternative modes of travel as called for in the Transportation Element~~

~~b.~~a.~~Support energy conservation measures and practices in the~~

~~c. administration, design, and construction of City buildings and facilities~~

~~d. Encourage the cooperation of public agencies and private owners in the provision of a multi-modal transportation system connecting all land uses along arterial and collector roads within recreational, commercial and multi-family residential areas;~~

~~e. Cooperate with existing and future land owners in the locating of solar sheds, bus stops, shelters, and other passenger and system accommodations for a transportation system to service current and future needs;~~

~~f. Encourage energy efficient appliances and equipment, energy-efficient features in window design, use of operable windows and ceiling fans and other technology to conserve energy and encourage energy efficient lighting for streets, parking lots and other public areas;~~

~~g. Continue to permit grassed parking areas and other permeable materials as a part of the City's Land Development Code and encourage reduced coverage by asphalt, concrete, rock and similar substances in streets, parking lots and other areas.~~

~~h. Encourage the planting of Florida Friendly shade trees to provide reasonable shade for all recreation areas, streets and parking areas.~~

~~i. Promote the education of City employees in energy conservation measures and practices and promote certification for energy conservation practices to promote the energy conservation mission of the City; and~~

~~j. Provide up-to-date information on its web site regarding the City's conservation initiatives, along with strategies and recommendations for all citizens.~~

Policy FLU 1.1.~~3~~2: Development Incentives

The City shall continue to provide incentives for energy efficient development as provided in the ~~Land Development Code~~LDR and shall periodically review the ~~Land Development Code~~LDR as a part of monitoring the effectiveness of the Comprehensive Plan to determine if there are additional opportunities for development incentives that can be provided for projects that participate in energy efficient development programs.

Policy FLU 1.1.~~4~~3: Building and Development Conservation Principles

The City shall encourage energy and water conservation and solid waste reduction through the site plan review process and at the building scale, including participation in programs and LDR development standards such as

the following:

- Retrofit for Energy and Environmental Performance program (REEP)
- State Energy and Environment Development program (SEED)
- Federal Weatherization Assistance Program
- Multifamily Housing Energy Efficiency Grant Program
- Leadership in Energy Efficient Design (LEED)
- Energy Star
- Water Star
- Florida Friendly landscaping
- Reduction of fertilizer ~~needs~~use
- Block design standards and connected streets
- High density and intensity development in the urban core
- Compact, mixed use development
- Infill development
- Support of multi-modal transportation networks
- Protection of environmentally sensitive lands

OBJECTIVE FLU 1.2: FUTURE LAND USE MAP (FLUM)

The ~~o~~ City will direct the timing, location, density, and intensity of development and redevelopment throughout the City of Eustis through future land use designations on the Future Land Use Map (FLUM) series.

Policy FLU 1.2.1: Adopted ~~Future Land Use Map~~FLUM Series ~~(FLUM)~~

The ~~Future Land Use Map (~~FLUM~~)~~ series provides ~~the~~ information for the development of strategies designed to build long term community value, discourage urban sprawl, and ensure that public facilities and services are provided in the most cost-effective and efficient manner. The City of Eustis provides ~~appropriate~~ future land use planning for a planning horizon through the year ~~2035~~ 2046 and adopts the ~~Future Land Use Map~~FLUM Series as depicted in the ~~following exhibits in the~~ Future Land Use Map Appendix ~~and uses the Future Land Use Designations as defined in the Future Land Use Element Appendix which is also adopted herein by reference~~:

~~Map #1: 2035 Future Land Use Map~~
~~Map #2: Development Patterns Map~~
~~Map #3: Soils~~
~~Map #4: Topography and Drainage Basins~~
~~Map #5: Designated Water Wellhead Protection Areas~~
~~Map #6: Surface Water Features~~
~~Map #7: Areas Subject to Flooding~~
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~~Map #9: Washington Avenue Historic District~~
~~Map #10: National Register of Historic Places and Sites~~

~~Map #11: Local Landmark Sites~~

~~Map #12: Wekiva Study Area: Most Effective Undeveloped Recharge Areas~~
~~Map #13: Wekiva Study Area: Undeveloped and Water-Filled Karst Areas~~
~~Map #14: Wekiva Study Area: Integrated Wildlife Habitat Ranking System~~
~~Map #15: Wekiva Basin Land Cover~~
~~Map #16: Priority Wetlands~~
~~Map #17: Wekiva Basin: Strategic Habitat Ranking Systems, Public Lands and Proposed Acquisitions~~
~~Map #18: Biodiversity Hotspots~~
~~Map #19: Eustis-Lake County Joint Planning Area Map~~

With the exception of Map #1, the Future Land Use Map, ~~and Map #19,~~ the ~~Planning Area Map,~~ these maps shall be used for general identification only and are not specifically regulatory in nature. Site specific information and analysis shall determine the actual features or applicability of a site for the purposes of applying the requirements of this Plan. The ~~c~~City shall continue to allocate lands in the Comprehensive Plan to meet projected development needs through the long-term planning horizon of ~~20352046~~, including amounts sufficient to minimize land speculation and undue price appreciation and to provide for choice~~s~~ of residential and non-residential locations.

Policy FLU 1.2.2: Future Land Use Map Limitations

The Future Land Use ~~Classifications~~ Designations set forth the current and long range potential uses of property in the context of the ~~lawful~~ long-term planning horizon and provide for ~~a wide~~an array of density or intensity of use within each land use ~~classification~~designation. A property owner is not entitled to the most potentially dense or intense use~~s~~ permitted within a land use ~~classification~~designation. Thus, in some cases, the application of compatibility standards in the land development regulations may result in an actual project density that is less than the maximum permitted by the Comprehensive Plan. The Future Land Use Map does not guarantee that maximum densities will be achieved in all cases and does not serve as a substitute density limit in place of any other regulations that would place further restrictions and/or limitations on the development density of a parcel.

Policy FLU 1.2.3: Urban Services Required

All new development in the ~~c~~City shall be required to receive public water service. All new development must be served by public sewer systems, except where public sewer is not available and it can be demonstrated that on-site sewage disposal is permittable by those state and county agencies having regulatory jurisdiction.

Policy FLU 1.2.4: Availability of Facilities and Services

The City shall review the availability of facilities and services to serve proposed developments as part of its development review process.

Availability of facilities and services shall be in conformance with the concurrency and level of service provisions found in this Plan, and shall be available no later than the date on which the local government anticipates issuing a certificate of occupancy or its functional equivalent.

Policy FLU 1.2.~~5~~4: Development Patterns

To discourage urban sprawl and to protect and enhance the community's unique character, the City shall implement regulations within the ~~Land Development Code~~LDR that encourage a mix of uses in specific areas of the City. Those areas are identified in the general development patterns of urban, suburban and rural. Each development pattern is further divided into neighborhoods, centers, corridors and districts. Each land parcel within the City is assigned a pattern and district as depicted on the Design District Map in the ~~Land Development Regulations~~LDR and as it may be amended from time to time in accordance with those regulations. The City shall adopt performance standards for the land use~~s~~ designations within each development pattern as prescribed by the City's ~~Land Development Code~~LDR. In general, the patterns are as follows:

a. Urban Areas. Urban development pattern areas shall rely primarily on a system of interconnected streets in a grid network pattern that prioritizes pedestrians and transit features and links civic buildings, squares, parks, and other neighborhood uses.

b. Suburban Areas. Suburban development pattern areas shall rely primarily on a pattern of residential development that is formed on a street network with fewer vehicular connections, which shall be designed to provide for pedestrian and bicycle connections, to reduce cut-through traffic and to establish distinct boundaries for residential communities/subdivisions. Non-residential uses shall be primarily located on corridors and within neighborhood, district, and corridor districts.

c. Rural Areas. Rural development pattern areas include large lots and clustered residential development that provide substantive open space to preserve and enhance the rural viewshed and character of the community. Non-residential uses are primarily located in centers and may contain a mix of uses. The rural pattern is generally located on the outer fringes of the Planning area, away from the urban core.

Policy FLU 1.2.~~6~~5: Joint Planning Area

The City shall continue to coordinate with Lake County to address annexation and land use issues and shall rely upon the City of Eustis-Lake County Joint Planning Area (JPA) or its successor agreement as describing the appropriate transition between the City's urban core and the County's rural areas.

Policy FLU 1.2.7: Rural Residential (RR)

This designation provides for large lot development near or on the periphery of

the Eustis urbanized area.

General Range of Uses: Single-family residential dwelling units, parks, schools, and public and utility services and facilities that are 2 acres or less in size.

Maximum Density: Residential densities in Rural Residential may not exceed one dwelling unit per net buildable acre.

Special Provisions:

a) Permit the placement of residential units manufactured off site which otherwise meet all applicable federal and state regulations and standards, provided that:

1. all such housing is attached to foundations as in the case of conventional site-built construction; and
2. all such housing otherwise meets applicable lot, yard, and related residential classification as set forth in the Land Development Regulations.

b) Developments within the Wekiva Protection Overlay that include longleaf pine, sand hill, sand pine, and xeric oak communities shall protect these areas as dedicated open space or conservation easements, with total open space equal to at least 35% of the net buildable area.

Policy FLU 1.2.8: Suburban Residential (SR)

This designation is provided to accommodate the majority of residential development within the City.

General Range of Uses: This designation is intended to provide for a mix of single family detached, patio home, and townhouse dwellings in a suburban atmosphere and may also include adult congregate living facilities (ACLF), parks and recreation facilities, and schools. Apartments may be permitted through the PUD process. Public and utility services and facilities that are 2 acres or less in size are also permitted.

Maximum Density/Intensity: Suburban Residential lands may be developed up to a maximum density of 5 dwelling units per net buildable acre. The maximum density may be exceeded through an affordable housing density bonus as provided in the Special Provisions below.

Special Provisions:

a) Density bonuses are permitted for the provision of affordable housing, including opportunities for a bonus increase between 5-15 percent in density in the Suburban Residential (SR) classification where at least 20 percent of the dwelling units are affordable to families having incomes less than 80 percent of the Orlando Metropolitan Statistical Area median, or where at least 50 percent of the dwelling units are affordable to families having incomes less than 120 percent of the Orlando Metropolitan Statistical Area median. Affordability is based on a housing cost-to-family income factor of 30 percent. A density bonus may also be

allowed for energy conservation or green certification as provided for in the LDRs. The combined density bonus for affordable housing and energy conservation/green certification is limited to a total increase of 15%.

b) Permit the placement of residential units manufactured off site which otherwise meet all applicable federal and state regulations and standards, provided that:
   1. all such housing is attached to foundations as in the case of conventional site-built construction; and
   2. all such housing otherwise meets applicable lot, yard, and related residential classification as set forth in the Land Development Regulations.

c) Developments within the Wekiva Protection Overlay that include longleaf pine, sand hill, sand pine, and xeric oak communities shall protect these areas as dedicated open space or conservation easements, with total open space equal to at least 35% of the net buildable area.

Policy FLU 1.2.9: Urban Residential (UR)

This designation is intended to provide higher density residential options for the areas near the downtown core of the city.

General Range of Uses: Includes single family detached, patio home, townhouse dwellings, and apartments. Additional uses include ACLF, other group housing facilities, manufactured residential dwelling units, limited neighborhood commercial uses, parks and recreation facilities, and schools. Public and utility services and facilities that are 2 acres or less in size are also permitted.

Maximum Density: Urban residential densities may be developed at a minimum density of six dwelling units per net buildable acre up to a maximum of 12 dwelling units per net buildable acre, except where existing conditions require a density of less than six dwelling units per net buildable acre. The maximum density may be exceeded through an affordable housing density bonus as provided in the Special Provisions below.

Special Provisions:

a) Density bonuses are permitted for the provision of affordable housing, including opportunities for a bonus increase between 5-15 percent in density in the Urban Residential (UR) classification where at least 20 percent of the dwelling units are affordable to families having incomes less than 80 percent of the Orlando Metropolitan Statistical Area median, or where at least 50 percent of the dwelling units are affordable to families having incomes less than 120 percent of the Orlando Metropolitan Statistical Area median. Affordability is based on a housing cost-to-family income factor of 30 percent. A density bonus may also be allowed for energy conservation or green certification as provided for in

b) the LDRs. The combined density bonus for affordable housing and energy conservation/green certification is limited to a total increase of 15%.

c) Permit the placement of residential units manufactured off site which otherwise meet all applicable federal and state regulations and standards, provided that:

1. all such housing is attached to foundations as in the case of conventional site-built construction; and
2. all such housing otherwise meets applicable lot, yard, and related residential classification as set forth in the Land Development Regulations.

Policy FLU 1.2.10: Manufactured Home Community (MH)

This designation applies to specific existing mobile home and recreational vehicle developments which are predominantly located north of Trout Lake. The purpose of this district is to provide for a mobile home urban environment in a rental park where the dwelling unit may or may not be owned by the tenant residing within, provided however, that the real property for the entire mobile home community is under single ownership. No new transient home developments are specifically provided for on the Future Land Use Map.

General Range of Uses: Single-family residential dwelling units, multi-family dwelling units, manufactured residential dwelling units, mobile homes, outdoor recreation, and schools. Public and utility services and facilities that are 2 acres or less in size are also permitted.

Maximum Density: Residential densities may not exceed eight dwelling unit per net buildable acre.

Special Provisions:

a) Permit the placement of residential units manufactured off site which otherwise meet all applicable federal and state regulations and standards, provided that:

1. all such housing is attached to foundations as in the case of conventional site-built construction; and
2. all such housing otherwise meets applicable lot, yard, and related residential classification as set forth in the Land Development Regulations.

Policy FLU 1.2.11: Commercial Districts General Commercial (GC)

The GC designation is intended to provide an area consisting of primarily free-standing commercial land uses serving both motorists and local residents.

General Range of Uses: General Commercial may include a variety of free-standing retail and service uses and small strip centers including automotive-oriented uses as well as outdoor recreation, and schools. Public and utility

services and facilities that are 5 acres or less in size are also permitted.

Intensity Range: up to 2.5 FAR subject to restrictions in Section 109-3 of the Land Development Regulations.

Developments within the Wekiva Protection Overlay that include longleaf pine, sand hill, sand pine, and xeric oak communities shall protect these areas as dedicated open space or conservation easements, with total open space equal to at least 35% of the net buildable area.

Policy FLU 1.2.12: Industrial Districts General Industrial (GI)

This land use designation is provided for those businesses that have one or more off-site impacts such as noise, dust, or odor.

General Range of Uses: General Industrial development includes existing light to heavy industrial development along the rail line both north and south of downtown. Outdoor recreation, schools, and public and utility services and facilities that are 5 acres or less in size are also permitted.

Intensity Range: up to 2.5 FAR subject to restrictions in Section 109-3 of the Land Development Regulations.

Special Provisions:

a) New development within GI areas shall continue to be required to:
   1. Provide adequate setbacks and buffering from residential areas and public roads;
   2. Comply with all federal and state environmental regulations and local performance standards contained in the Land Development Regulations; and
   3. Limit effluent discharges to the municipal sewer system to approved pretreated industrial wastes and domestic wastes only.

b) Developments within the Wekiva Protection Overlay that include longleaf pine, sand hill, sand pine, and xeric oak communities shall protect these areas as dedicated open space or conservation easements, with total open space equal to at least 35% of the net buildable area.

Policy FLU 1.2.13: Central Business District (CBD)

This land use designation is designed to support a mixed-use area with commercial, institutional, office, and residential uses in downtown Eustis.

General Range of Uses: This category accommodates the mix of residential, commercial, light industrial/manufacturing, office, institutional, and schools. Public and utility services that are 5 acres or less in size are also permitted as well as residential uses found in or otherwise desirable in downtown areas.

Density: The maximum density is 40 du/ net buildable acre where the

maximum of 40 units per buildable acre is permitted in the "core area" of the district which is defined as that portion of the CBD bordered on the west by Bay Street, south by Orange Avenue, east by Center Street and north by Clifford Avenue. The remainder of the Central Business District shall be a maximum density of 12 du/ net buildable area unless granted a conditional use permit to develop up to 40 units per net buildable acre. The minimum density within the "core area" of the CBD is 6 du/ net buildable acre except where existing conditions require less than the minimum.

Intensity Range: up to 3.0 FAR subject to restrictions in Section 109-3 of the Land Development Regulations.

Mix Requirements: There are proportional requirements and limitations regarding the amount of residential and non-residential uses allowable in an area designated CBD. For the mixed land use category CBD, the city establishes, and shall monitor on a citywide basis, a mix of uses as follows:

Commercial/Office: 50% - 80% of total CBD building square footage
Residential: 20% - 60% of total CBD building square footage
Institutional: 5% - 15% of total CBD building square footage

The composition of mix for each proposed development will be determined on a case-by-case basis during the development review process. Specific uses permitted will be monitored by the city to ensure continuity and compatibility with adjacent land uses. Individual properties may develop residentially, commercially, or as an institutional use provided that all applicable criteria set forth herein are met.

Policy FLU 1.2.14: Residential / Office Transitional (RT)

This land use designation applies to older residential areas having residential character, which are located adjacent to non-residential development. The purpose is to provide for establishment of business and professional offices and limited retail and service businesses while maintaining residential character or compatibility.

General Range of Uses: This category accommodates residential uses; professional and business offices in certain predominantly residential areas near major traffic arteries and adjacent to commercial areas; outdoor recreation; and schools. Public and utility services and facilities that are 2 acres or less in size are also permitted.

Maximum Density: Residential densities may not exceed 12 dwelling units per net buildable acre.

Intensity Range: up to 2.5 FAR subject to restrictions in Section 109-3 of the Land Development Regulations.

Mix Requirements: There are proportional requirements or limitations regarding the amount of residential and non-residential uses allowable in an

area designated RT on the Future Land Use Map. For the mixed land use category RT, the city establishes, and shall monitor on a citywide basis, a mix of uses as follows:

Residential: 55% - 70% of total RT acreage

Commercial/Office: 30% - 45% of total RT acreage

The composition of mix for each proposed development will be determined on a case-by-case basis during the development review process. Specific uses permitted will be monitored by the city to ensure continuity and compatibility with adjacent land uses. Individual properties may develop residentially or commercially, provided that all applicable criteria set forth herein are met.

Special Provisions:

a) Future amendments to designate areas as RT shall be required to be designated near thoroughfares and commercial areas to allow for limited transitional commercial uses in recognition that these areas are impacted by adjacent commercial use and to provide an economic use of property while maintaining their general residential character by:
   1. limiting commercial uses to retail, business and professional offices, group homes, and home occupations as defined in the Land Development Regulations;
   2. limiting external lighting and signs to that which would normally be permitted in adjacent residential zoning districts;
   3. screening any permitted non-residential use from abutting residential properties by a landscape buffer, in accordance with city requirements;

b) Developments within the Wekiva Protection Overlay that include longleaf pine, sand hill, sand pine, and xeric oak communities shall protect these areas as dedicated open space or conservation easements, with total open space equal to at least 35% of the net buildable area.

Policy FLU 1.2.15: Mixed Commercial / Residential (MCR)

This land use designation is intended to regulate the character and scale of commercial uses so as to minimize their impacts on adjacent roadways and to promote their compatibility with adjacent or nearby residential uses.

General Range of Uses: This category accommodates a mix of residential, commercial, office, institutional, and schools. Public and utility services that are 5 acres or less in size are also permitted.

Maximum Density: Residential densities may not exceed 12 dwelling units per net buildable acre.

Intensity Range: up to 2.5 FAR subject to restrictions in Section 109-3 of the Land Development Regulations.

Mix Requirements: There are proportional requirements and limitations

regarding the amount of residential and non-residential uses allowable in an area designated MCR. For the mixed land use category MCR, the city establishes, and shall monitor on a citywide basis, a mix of uses as follows:

Residential: 15% - 25% of total MCR acreage Commercial/Office: 75% - 85% of total MCR acreage.

The composition of mix for each proposed development will be determined on a case-by-case basis during the development review process. Specific uses permitted will be monitored by the city to ensure continuity and compatibility with adjacent land uses. Individual properties may develop residentially or commercially, provided that all applicable criteria set forth herein are met.

Special Provisions:

a) Future amendments to designate areas as MCR shall be permitted only along arterial and collector roads and in certain neighborhoods which meet the following conditions:
   1. where the arterial road frontage is generally undeveloped, residential development may be feasible and will be encouraged;
   2. strip commercial development shall be minimized, including actions that would extend or expand existing strip development;
   3. the arterial road frontage contains an existing mix of viable commercial and residential uses;
   4. the clustering of viable commercial businesses within or adjacent to residential neighborhoods is determined to not have a detrimental visual or operational impact on such adjacent or nearby residential uses;

b) Developments within the Wekiva Protection Overlay that include longleaf pine, sand hill, sand pine, and xeric oak communities shall protect these areas as dedicated open space or conservation easements, with total open space equal to at least 35% of the net buildable area.

Policy FLU 1.2.16: Mixed Commercial / Industrial (MCI)

This land use designation is intended to provide for development of light manufacturing, distribution, corporate offices, and related commercial and industrial facilities.

General Range of Uses: Uses include light industry and manufacturing, distribution, corporate office, and related commercial and industrial facilities. Outdoor recreation and schools are permitted as well as public and utility services and facilities that are 5 acres or less in size.

Light industry includes warehousing and wholesale distribution, and those manufacturing, distribution, and associated activities which do not create any noise, glare, vibration, odor, or waste products which would adversely impact adjacent properties or municipal utility systems, based on performance standards established in the Land Development Regulations.

Maximum Density: Not applicable.

Intensity Range: up to 2.5 FAR subject to restrictions in Section 109-3 of the Land Development Regulations.

Mix Requirements: For the mixed land use category MCI, the City requires, and shall monitor on a citywide basis, a maximum of 20% of total MCI acreage. The composition of the mix of other land uses for each proposed development will be determined on a case-by-case basis during the development review process. Specific uses permitted will be monitored by the City to ensure continuity and compatibility with adjacent land uses. Individual properties may develop all commercially or all industrially, provided that all applicable criteria set forth herein are met.

Special Provisions:

a) Future amendments to designate areas as MCI may be permitted in undeveloped areas oriented to major highways and other transportation facilities as determined by market demand, and provided that:
   1. Mixed Commercial Industrial areas and developments therein will be held to a higher level of community design relative to signage, lighting, landscape materials, and building quality than General Commercial (GC) areas; and
   2. Signage and lighting are limited to maintain the generally semi-rural or high-profile image character of these designated areas.

b) Developments within the Wekiva Protection Overlay that include longleaf pine, sand hill, sand pine, and xeric oak communities shall protect these areas as dedicated open space or conservation easements, with total open space equal to at least 35% of the net buildable area.

Policy FLU 1.2.17: Public and Institutional (PI)

This land use designation applies to public and quasi-public properties and other facilities that provide a community service.

General Range of Uses: Uses include school, recreation, and public utility properties and other governmental facilities. Cemeteries are also included in this category.

Maximum Density: Not Applicable

Intensity Range: up to 2.5 FAR subject to restrictions in Section 109-3 of the Land Development Regulations. Developments within the Wekiva Protection Overlay that include longleaf pine, sand hill, sand pine, and xeric oak communities shall protect these areas as dedicated open space or conservation easements, with total open space equal to at least 35% of the net buildable area.

Policy FLU 1.2.18: Agricultural (AG)

This land use designation is designed to limit the premature spread of urban growth and conversion of productive agricultural lands until such time as urban growth is contiguous and agricultural activities can no longer be economically sustained.

General Range of Uses: Single-family residential dwelling units, ranching, crop farming including citriculture, silviculture, aquaculture, row crops, and public and utility services and facilities.

Maximum Density: Residential densities in Agricultural may not exceed one dwelling unit per five net buildable acres except as provided in the Special Provisions below.

Special Provisions:

a) Mineral Resources Extraction. The extraction of mineral resources may be permitted in Agricultural (AG) land use areas, provided that:

1. compatibility with existing and potential development can be shown in terms of the character, phasing, and buffering of the proposed mineral extraction activities;
2. compatibility with existing and potential development can be shown in terms of access to the proposed mineral extraction activities;
3. the activity meets all applicable licenses, regulations, and standards and is permittable by state agencies having jurisdiction; and
4. excavation, erosion control, and reclamation plans are submitted and provide for the protection of surface and groundwater resources, wetlands, and upland habitat areas (or their mitigation) and for the productive reuse of land after excavation is discontinued.

Policy FLU 1.2.19: Conservation (CON)

This land use designation provides for lands that have environmental sensitivity and significance with the purpose of preserving natural resources in the community.

General Range of Uses: Development within these areas is limited to interpretative features and related facilities for nature study and enjoyment. These related facilities may include nature trails, needed utility services, and shelters. Outdoor recreation facilities may be permitted in disturbed uplands or other non-environmentally sensitive land within the designation.

Intensity Range: up to 0.20 FAR subject to restrictions in Section 109-3 of the Land Development Regulations.

Policy FLU 1.2.20: Transfer of Development Rights

The City may identify receiving areas for the transfer of development rights on a case-by-case basis, consistent with the goals, objectives, and policies of the Comprehensive Plan and the LDR.

OBJECTIVE FLU 1.3: RELATIONSHIP OF THE COMPREHENSIVE PLAN TO THE ~~LAND DEVELOPMENT CODE~~LDR

To implement the policies, standards and land use classifications of the City's Comprehensive Plan through the ~~Land Development Code~~LDR.

Policy FLU 1.3.1: Promote Compact Growth and Preservation of Open Space

The City shall continue to rely upon its Land Development Regulations to promote compact growth and the preservation of open space~~., including those regulations which provide for:~~

~~a. voluntary cluster development in all residential land use classifications~~

~~b. Specific minimum open space requirements by land use district including standards for the Wekiva Springs Overlay Protection District (see FLU Policy 5.1.5 and Table A-3.1.)~~

~~c. maximum coverage by impervious surfaces requirements and specific maximum impervious surface requirements by land use district; for a development site within the Wekiva Springs Overlay Protection District, see Future Land Use Element Appendix, Table A- 3.1.~~

~~d. density bonuses for the provision of affordable housing, including opportunities for a bonus increase between 5-15 percent in density where at least 20 percent of the dwelling units are affordable to families having incomes less than 80 percent of the Orlando Metropolitan Statistical Area median, or where at least 50 percent of the dwelling units are affordable to families having incomes less than 120 percent of the Orlando Metropolitan Statistical Area median. Affordability is based on a housing cost-to-family income factor of 30 percent.~~

~~e. Limitations on development in floodplains, near wellfields, and near lake shorelines, as more specifically provided for in the Conservation element.~~

Policy FLU 1.3.2: Maintain Residential Compatibility

The City shall continue to rely upon the ~~Land Development Code~~LDR to address specific standards for the review of residential compatibility to provide standard and predictable measures for establishing and creating compatibility through landscapes, buffers, natural areas or transitional development practices in an effort to lessen impacts and integrate development along the edges of properties where different land use districts or densities are present, screen undesirable views, preserve tree canopy and vegetation and facilitate the safe movement of traffic and pedestrians in vehicle use areas. ~~At a minimum these standards shall conform to the following guidelines:~~

~~a. The review and analysis of development applications and future land use map amendments shall recognize as a fundamental principle of the City's Comprehensive Plan that the highest concentration of development density and intensity within the City shall be permitted in the downtown and that this overall density/intensity decreases incrementally outward from the downtown to lower densities that are located in outlying rural areas or areas of the City which have physical limitations to development. Higher density in locations away from downtown, but supported with urban services and retail/employment activity, is permitted as an exception to this principle.~~

~~Landscapes, buffers, natural areas or transitional development practices shall be utilized in site planning to demonstrate that the project~~

~~transitions appropriately to adjacent uses or to lessen impacts and integrate development along the edges of different land use categories, screen undesirable views, preserve tree canopy and vegetation.~~

~~b. The location of development on a site shall:~~

~~1. Protect existing natural and environmental features on and adjacent to the site to the extent practicable, including wetlands and wetland systems, karst features, and tree canopy;~~

~~2. Respect the existing adjacent development pattern;~~

~~3. Permit the most density and intensity in areas that are most proximate to support services.~~

~~c. The location of required minimum open space on a site shall be configured to:~~

~~1. To create external connectedness by adding to a larger contiguous off-site network of interconnected open space, particularly existing habitats, where applicable.~~

~~2. To create internal connectedness through connected and integrated open space within the subdivision parcel where applicable and shall be based upon the context sensitive site design standards.~~

Policy FLU 1.3.3: Right-of Way Standards for Utilities

Right-of-way standards adopted as part of the Land Development Regulations and roadway improvement projects shall be designed to accommodate public and regulated utility distribution lines providing needed local services.

Policy FLU 1.3.4: Maintain Compatibility with the Placement of Utility Structures

The City shall rely upon the Land Development Regulations to continue to provide for the placement and construction of utility structures and equipment, other than local distribution lines, including but not limited to water storage tanks, sewage treatment plants, electric substations, and telephone switching stations where needs for such facilities can be demonstrated by providers of services. The Land Development Regulations shall ensure compatibility of such facilities with surrounding land uses and natural resources.

OBJECTIVE FLU 1.4: PROTECTION OF HISTORIC RESOURCES

To protect and enhance those areas and individual sites of historical significance or distinct architectural character in the community.

Policy FLU 1.4.1: Protect Historic Character

Land Development Regulations and development review procedures shall continue to recognize the need to maintain or improve the character of designated historic properties and the historic district.

Policy FLU 1.4.2: Maintain Downtown Main Street Character

In addition to adding beauty to the Downtown, the City shall continue to require development and redevelopment in the Urban Core to adhere to walkable design standards. These standards address street trees; wider sidewalks; bike lanes; on-street parking; and improving / upgrading crosswalks as appropriate.

Policy FLU 1.4.3: Preserve Historic Properties

Land Development Regulations and development review procedures shall continue to incorporate incentives to preserve designated historic properties, including advice to applicants on the tax benefits of historic preservation.

Policy FLU 1.4.4: Preserve the Architectural and Historical Heritage of Eustis

Provide ongoing support to organizations which have an individual or collective interest in preserving the architectural and historical heritage of Eustis.

Policy FLU 1.4.5: Preserve Historic Structures

Where an application for development may involve the removal, alteration, or reuse of a historic structure listed on the National Register, the City shall first invite comment by the Florida Division of Historical Resources and the City's Historic Preservation Board before rendering a decision on the application.

Policy FLU 1.4.6 Historic Overlay

When sites or structures are included on the National Register of Historic Places, designated as local Landmarks, or designated as local Historic Districts, the designation shall be ~~entered~~ identified within~~as an overlay to~~ the Future Land Use map in accordance with State law.

Policy FLU 1.4.7: Archaeological Discovery

By year-end 203~~1~~5, the Land Development Regulations shall provide guidelines in the case of an ~~for the following in instances when an~~ archaeological discovery ~~occurs in~~within the City.~~:~~

~~a. notification of the archaeological discovery to and request for guidance from the Florida Division of Historical Resources~~

~~b. suspension of all ground disturbing activities within 20 feet of the discovery for up to 30 days to provide for an initial evaluation of archaeological significance. This period can be extended for another 30 days for further evaluation where the discovery is considered significant by the state.~~

~~Where the discovery is determined to be significant, various options, including relocation, acquisition of property, or redesign of the proposed development will be considered to preserve the resource. Where preservation is not a feasible alternative, the resource will be relocated if feasible, information regarding the resource shall be recorded, or elements of the resource will be salvaged for further study at the expense of the State of Florida.~~

GOAL FLU 2: URBAN DEVELOPMENT PATTERN AREA
Enhance the livability and viability of the urban core area of the City through design standards and capital improvement priorities that:

- **Align public investments, incentives and Future Land Use Element policies to encourage and protect redevelopment and revitalization opportunities that leverage existing economic assets;**
- **Promote revitalization in developed neighborhoods that are aging; and**
- **Rely primarily on a system of interconnected street grids with pedestrian and mass transit features and links to civic buildings, squares, parks and other neighborhood uses.**

OBJECTIVE FLU 2.1: REDEVELOPMENT AND INFILL
To implement programs which facilitate redevelopment of and infill development in older sections of the City including downtown Eustis and to promote the revitalization of the East Eustis area as a safe, attractive, and stable residential and business area.

Policy FLU 2.1.1: Downtown Redevelopment
The City shall continue to implement the redevelopment and revitalization vision for the downtown area and vicinity as expressed in the Downtown Eustis Master Plan and the East CRA Plan Update. This vision shall be used as the basis for prioritizing public improvements, stimulation of business activity, and development of commercial, residential, and institutional properties.

Policy FLU 2.1.2: Funding Assistance for Housing Needs
Pursue, directly or through the Eustis Housing Authority and/or agencies of Lake County, available federal and state funds to help promote the revitalization of the East Eustis area and meet the projected housing needs of very low-, low-, and moderate-income families and elderly households, including the following programs or their successors:

a. State Apartment Incentive Loan (SAIL) Program
b. ~~Section 8~~Housing Choice Voucher Program
c. Rental Rehabilitation with Habitat for Humanity and the Lake County Action Agency
d. Weatherization Assistance Program
e. Section 202, Supportive Housing for the Elderly
f. Community Development Block Grants
~~g. HOPE VI~~

Policy FLU 2.1.3: Code Enforcement
Continue an aggressive code enforcement program to upgrade properties capable of rehabilitation and modernization and to remove those which are unsafe or unfit for habitation.

Policy FLU 2.1.4: Displacement Requirements
In every instance where residents are displaced by City code enforcement

activities or other local public actions, assist residents as follows in seeking standard housing in the community:

a. Pprovide adequate notification of public action to owners and occupants.

~~b. maintain an inventory of available assisted and affordable market rate housing and housing providers in the community and advise displaced occupants of same~~

~~c.~~b. Use~~utilize~~ the services of the Eustis Housing Authority, as needed, to help qualify applicants for available housing in the community

GOAL FLU 3: SUBURBAN DEVELOPMENT PATTERN AREA

Enhance the livability and viability of neighborhoods and existing commercial corridors through the implementation of a coordinated strategy that discourages urban sprawl and:

- **Preserves and protects existing viable neighborhoods and subdivisions;**
- **Promotes revitalization in developed neighborhoods that are aging; and**
- **Promotes development standards for new neighborhoods consistent with the principles included in FLU Policy 1.1.1.**

OBJECTIVE FLU 3.1: PROTECTION OF RESIDENTIAL NEIGHBORHOODS

To ensure the long-~~-~~term viability of residential neighborhoods by regulating future development and redevelopment to create compatibility with surrounding land uses.

Policy FLU 3.1.1: Neighborhood Compatibility

The City shall protect the quality and integrity of established neighborhoods from adjacent incompatible development and shall rely upon the standards of the adopted ~~Land Development Regulations~~LDR to address residential compatibility including specific provisions that address the ~~adjacency~~ compatibility of urban areas to suburban and rural area s.

Policy FLU 3.1.2: Roadway Compatibility

The City shall continue to use the LDR to maintain and protect the long-term viability of residential neighborhoods ~~where they are developed~~ adjacent to collector and arterial roadways ~~by relying upon the standards of the adopted Land Development Regulations which include standards that regulate context sensitive land use and roadway relationships~~.

Policy FLU 3.1.3 Utility Compatibility

Protect the integrity of existing neighborhoods from the effects, if any, of bulk, electric-transmission corridors; and similar facilities by prohibiting, to the maximum extent of the City's jurisdictional authority, their location through or immediately adjacent to existing residential neighborhoods.

Policy FLU 3.1.4 Limits on Industrial Uses Adjacent to Residential Areas

When reviewing future Comprehensive Plan amendments, ~~T~~the City shall ~~ensure~~ allow only Light Industrial land uses adjacent to residential land use categories.~~that future Plan amendments to industrial uses adjacent to Residential Land Use categories shall be light industrial uses only to protect residences from the adverse impacts of smoke, fumes, vibrations, light, glare, odors, and noise. Access which is limited only to local residential~~

~~roadways may be considered unacceptable for heavy industrial uses, notwithstanding applicable access management requirements.~~

OBJECTIVE FLU 3.2: DISCOURAGE URBAN SPRAWL
To use an approach to neighborhood revitalization that will transform the character, function, and form of residential land uses into functional, sustainable neighborhoods.

Policy FLU 3.2.1: Neighborhood Revitalization
The City shall encourage neighborhood revitalization by continuing to implement and enforce the adopted land use density standards, ~~Land Development regulations regarding~~LDR pedestrian connectivity standards, and block configuration requirements.

GOAL FLU 4: RURAL DEVELOPMENT PATTERN AREA
Manage the form, pattern and timing of future growth and development for the rural areas of the City through a clear and predictable land use strategy that:

- **Provides for a rural character and lifestyle for ~~rural~~ residents;**
- **Respects ~~the~~ agricultural land uses and landowners;**
- **Values and preserves open spaces; and**
- **Facilitates the transition of land uses over time ~~into~~ to reinforce sustainable, livable ~~places (~~communities~~)~~.**

OBJECTIVE FLU 4.1: PROTECTION OF RURAL CHARACTER
To protect the existing rural character of those areas in the City of Eustis that are designated as Rural Design Districts ~~and thereby ensure~~to provide ~~that there is~~the opportunity for a rural lifestyle for existing and future residents.

Policy FLU 4.1.1: Rural Residential
Greater flexibility and creativity in the design of residential developments within the Rural Design Districts is permitted through the subdivision development approval process ~~and the design criteria provided herein~~ as a means to preserve significant on-site environmental resources and preservation areas.

GOAL FLU 5: WEKIVA SPRINGS OVERLAY PROTECTION DISTRICT
Support and further the *Wekiva Parkway and Protection Act* through land use strategies designed to protect significant natural resources of the Wekiva Springs Overlay Protection District, also known as the Wekiva Study Area~~, including the springshed and springs~~.

OBJECTIVE FLU 5.1: Wekiva Springs Overlay Protection District Land Use Strategy
The City shall ~~establish~~ maintain an overlay district ~~described herein~~ for the purpose of providing an appropriate transition between the City's urban core and the County's rural areas~~;~~ and implementing enhanced standards for the protection of significant open space. The following policies and open

space requirements recognize the relative position of the City within the Wekiva Springs Overlay

Protection District and are intended to ensure compatibility with ~~the persistence of~~ rural land use patterns outside and east of the City of Eustis-Lake County Joint Planning Area (JPA).

Policy FLU 5.1.1: Land Use Activity Restrictions

The City designates the Wekiva Springs Overlay Protection District as provided on the Future Land Use Map. The City shall restrict new land use activities within the Wekiva Springs Overlay Protection District, within and adjacent to the most effective recharge areas, karst features, and sensitive natural habitats~~,~~ that have ~~a~~ the potential to adversely impact ground water and surface water quality~~,~~; such as mining, landfills, sprayfields, golf courses, heavy industry, intense animal operations, and other uses or activities with extensive impervious surface area, involving hazardous chemicals or materials, having potential to contaminate groundwater, or requiring significant consumption of groundwater beyond the City's adopted level of service.

Policy FLU 5.1.2: Best Management Practices and Standards

Where avoidance of impacts through the limitation of land use activities and minimum open space requirements ~~outlined in Table A-3.1 of the Future Land Use Element Appendix~~ is not feasible~~, including existing single-family platted lots and infill lots or sites within and completely surrounded by existing/built urban areas~~ of the City, the City shall require implementation of Best Management Practices and development/ redevelopment standards, such as buffering, setbacks and open space standards, that will minimize the impact of land use and development within the Wekiva Springs Overlay Protection District, consistent with Objectives FLU 5.1, and 5.2 and supporting policies applicable to the Wekiva Springs Overlay Protection District.

Policy FLU 5.1.3: Surveys and Studies

The Land Development Regulations shall require the following surveys and studies to be submitted with a subdivision plan or site plan or its functional equivalent to provide an analysis and evaluation~~e~~ of the location and presence of the most effective recharge areas, karst features, and sensitive natural habitats including Longleaf Pine, Sand Hill, Sand Pine, and Xeric Oak Scrub:

a. An analysis of soils, by a professional qualified to determine the location of most effective recharge areas. Unless otherwise provided for by rule of the St. Johns River Water Management District (SJRWMD), most effective recharge areas shall be defined as Type "A" Hydrologic soils described by the National Resources Conservation Service (NRCS) Soil Survey.

b. An analysis of the site, by a professional qualified to determine the location and nature of sinkholes and other karst features of the property, such as stream-to-sink and other direct connections to the aquifer. The analysis must includ~~eing an analysis to determine~~ a determination of the depth of the water table, location of the Floridan Aquifer relative to ground surface, and thickness and extent of the bedrock or other confining layers over the aquifer. This analysis may

include the use of geophysical surveys, such as microgravity and ground penetrating radar surveys, and may be supplemented with documented locations of sinkholes, light detection and ranging surveys, and aerial photographs. If karst features are determined to exist on site, further analysis may be required to evaluate surface and sub-surface characteristics that provide potential connection to the aquifer, assess the potential for contamination of the aquifer from development, and identify protective solutions to be incorporated into the site design. Such design solutions shall ~~utilize~~ use Best Management Practices described in Protecting Florida's Springs: An Implementation Guidebook (2008) ~~Protecting Florida's Springs Manual Land Use Planning Strategies and Best Management Practices (November 2002).~~

c. An analysis of the site by a professional qualified to identify flora and fauna, state and federally listed species, and vegetative habitat types including but not limited to wetlands and sensitive natural habitat defined as Longleaf Pine, Sand Hill, Sand Pine, and Xeric Oak Scrub. This analysis shall include field surveys and use of best available information from federal, state, regional, and local agencies. The site analysis shall also consider ecosystem connectivity in relationship to adjacent properties and the surrounding area in coordination with the Florida Fish and Wildlife Conservation Commission and the Florida Department of Environmental Protection.

d. The analysis required above shall be used to characterize on-site soils and determine locations of geologic features including sinkholes, solution pipes, depressions, and depth of soil to lime rock, including karst features like sinkholes with a direct connection to the aquifer and stream-to-sink features that require protection.

Policy FLU 5.1.4: Open Space Requirements

In order to protect natural resources within the Wekiva Springs Overlay Protection District, including but not limited to the most effective recharge areas, karst features, and sensitive natural habitats, including Longleaf Pine, Sand Hill, Sand Pine, and Xeric Oak Scrub, the City shall require that new development preserve and dedicate open space pursuant to the policies established for the Wekiva Springs Overlay Protection District. Open space shall be connected to the greatest extent possible within the development site and to natural areas or open space within adjacent property in order to provide larger contiguous corridors for wildlife.

Policy FLU 5.1.5: Open Space Priority and Assignment

~~Priority for preservation and dedication of open space shall be given to~~ The most effective recharge areas, karst features, and sensitive natural habitats including Long Leaf Pine, Sand Hill, Sand Pine and Xeric Oak Scrub vegetative communities shall be given priority for preservation and dedication of open space. Assignment of open space shall be determined at the time of site plan review to maximize protection of natural resource features and functions.

This evaluation shall consider the aforementioned priorities, protection of wildlife habitat, the ability to provide substantial buffering to natural wetlands and water bodies, and the ability to create greenway corridors. Other significant resources, such as natural wetlands and floodplains and other sensitive natural habitats shall be protected consistent with all other objectives and policies of this Comprehensive Plan. Within the Wekiva Springs Overlay Protection District, natural wetland impacts, including the placing or depositing of fill within natural wetlands, shall be prohibited except as necessary to provide for legal ingress or egress to developable upland areas. In such circumstances, structural enhancements may be required to maintain wetland connectivity and natural flow regimes.

Policy FLU 5.1.6: Dedication of Open Space

Natural open space designated as part of a development project shall remain undeveloped and protected in perpetuity through the use of conservation easements, plat restrictions, deed restrictions or similar legal instruments that run with the land and establish the conditions and restrictions on the use of open space areas. The boundaries of the designated open space shall be clearly delineated on project site plans, including recorded plats, and marked in the field when larger than one (1) acre to distinguish from areas suitable for development and those open space areas dedicated to stormwater management and/or recreation.

Policy FLU 5.1.7: Ownership and Maintenance of Open Space

Ownership and maintenance of open space that is held in group ownership shall be by one ~~(1)~~ or a combination of the following, which shall be designated prior to development:~~:~~

a. Conservation Agency such as the SJRWMD
b. Non-profit conservation organization or land trust
c. City of Eustis, subject to City approval
d. Homeowners Association providing for binding legal commitments regarding preservation and management

The costs and responsibility of maintaining open space shall be borne by the owner of open space. If not properly maintained, the City may enforce maintenance.

OBJECTIVE FLU 5.2: Conservation Design Standards

All development within the Wekiva Springs Overlay Protection District shall meet the conservation design standards as set forth below:

Policy FLU 5.2.1: Principles of Conservation Design

Within the Wekiva Springs Overlay Protection District, all new development shall be required to implement the following principles of conservation design, with the exception of very low density rural residential development that does not exceed one ~~(1)~~ dwelling unit per five ~~(5)~~ acres:

a. When clustering dwelling units within a development, the clustering of uses shall be designed to occur in those areas with the lowest priority for preservation.

b. Establishment of natural open space, consistent with Policies FLU 5.1.4 through 5.1.~~8~~7 and Policies FLU 5.2.1 through 5.2.3, which shall be connected wherever possible and protected by a recorded conservation easement, dedicated plat, or similar binding instrument;

c. Protection and enhancement of corridors for wildlife movement in coordination with adjacent properties if applicable;

d. Minimize site disturbance and alteration of terrain through use of design techniques that protect native vegetation and minimize earth movement;

e. Use of Florida Friendly landscaping, and limiting areas requiring irrigation;

f. Design of stormwater systems as natural amenities;

g. Central water and sewer treatment facilities within urban service areas that can be connected to a regional system when available or use of performance-based on-site wastewater treatment systems consistent with the Sanitary Sewer, Solid Waste, Stormwater Management, Potable Water, and Natural Groundwater Aquifer Recharge Element;

h. Installation of reclaimed water lines in order to ensure the present or future capability to receive treated reuse water.

Policy FLU 5.2.2 Setback from Karst Features

All development shall be set back from springs, spring runs, sinkholes, and other karst features as shown below. The setback area shall consist of a buffer that excludes development and retains all natural vegetation within the setback area, with the exception of the setback area from subsurface caves and flow corridors.

Development Setbacks

Feature	Minimum setback (feet)
Springs	300
Spring runs	100
Sinkholes, with a direct connection to the aquifer	200, measured from the drainage divide
Other sinkholes	100, measured from the drainage divide
Other karst features with a direct connection to the aquifer (swallet or stream-to-sink)	200, measured from the drainage divide

Land uses with a high potential to impact groundwater resources such as mining, landfills, sprayfields, heavy industrial, and intense animal operations will be prohibited within one (1) mile of a springhead and ½ mile of a surface centerline of the cave system.

Land Use Setbacks

Feature	Minimum setback (feet) for land uses identified as having a high potential to impact groundwater resources.
Caves (subsurface caves and flow corridors)	½ mile, measured on the surface from the centerline of the cave system
Springhead (vent)	One (1) mile, measured from the springhead in all directions

Policy FLU 5.2.3: Setback Exceptions

Where an existing lot of record as of ~~the effective date of the previous Policy~~November 10, 2010 is too small to accommodate the minimum amount of development necessary for the setbacks set forth in Policy FLU 5.2.2, the allowable use may be established provided that the building and associated paved areas are located the maximum distance possible from the karst features, and further provided that a swale and berm are located between the development and the karst feature with a direct connection to the aquifer. The swale and berm shall be designed to direct drainage away from the karst feature.

Policy FLU 5.2.4: Shared Access and Stormwater Facilities

Development shall use joint or shared access and stormwater facilities to the maximum extent feasible when it serves to minimize impervious surfaces.

Policy FLU 5.2.5: Parking

Non-residential development shall use shared parking and pervious pavement to the maximum extent feasible in order to minimize impervious surfaces.

Policy FLU 5.2.6: Minimization of Connected Impervious Areas

Design of parking lots, sidewalks, buildings, and other impervious surfaces shall minimize connections between impervious surfaces through techniques shown on a site plan such as:

a. Directing flows from roof drains to vegetated areas or to rain barrels or cisterns for reuse of the water;
b. Directing flows from paved areas to vegetated areas;
c. Locating impervious surfaces so that they drain to vegetated buffers or natural areas; and
d. Breaking up flow directions from large paved surfaces.

Policy FLU 5.2.7: Use of Pervious Materials

~~Porous~~ Pervious pavement materials, pervious concrete, and pervious asphalt should be used to minimize the amount of impervious surface within new development and redevelopment consistent with code requirements regarding protection of natural systems from contaminants.

Policy FLU 5.2.8: Stormwater Drainage

Drainage for streets and roads within new development shall be through roadside swales and berms whenever possible. Curb and gutter design should not generally be approved, except where safety or other issues exist. Infill and redevelopment within existing urban areas with existing curb and gutter are exempt from these requirements. Where curb and gutter is approved and to the extent feasible, the curb and gutter shall be designed to provide adequate curb cuts to allow run-off to be directed to roadside landscaped swales for infiltration and treatment prior to discharge.

Policy FLU 5.2.9: Minimization of Site Disturbance

Development shall be designed to minimize site disturbance by limiting clearing to the minimum area necessary to accomplish development through the following:

a. Avoid or minimize the removal of existing native trees and vegetation;
b. Minimize soil compaction by delineating the smallest disturbance area feasible;
c. Use design techniques that limit earth movement and impervious surfaces such as stem-wall construction, reduced pavement widths, and swales; and
d. Maximize disconnection of impervious surfaces to reduce water runoff flows and increase opportunities for infiltration.

Policy FLU 5.2.10: Golf Courses

All golf course siting, design, construction, and management shall implement the prevention, management, and monitoring practices, detailed in the golf course siting, design, and management chapter of the Protecting Florida's Springs: An Implementation Guidebook (2008)~~*Protecting Florida's Springs Manual – Land Use Planning Strategies and Best Management Practices (November 2002)*~~. These practices are derived from the Audubon International Signature program.

Policy FLU 5.2.11: Landscape Best Management Practices

The following landscaping Best Management Practices shall be instituted to the greatest extent practicable to reduce nitrate loading:

a. Planted turf grass and landscaping within residential lots shall be restricted wherever feasible to minimize the use of fertilization and water for irrigation;
b. Florida Friendly landscaping shall be required wherever feasible; and
c. The City will adopt by December 31, 2030~~Land Development Regulations~~LDR provisions for managing future lawns and landscapes within the Wekiva Springs Overlay Protection Area using the educational guidelines contained in the University of Florida Extension's Florida Yards and Neighborhoods Program, Environmental Landscape Management~~ (ELM)~~ principles and Best Management Practices wherever feasible. Such Land Development

Regulations shall include practices that are designed to reduce nitrate infiltration into ground and surface water.

Policy FLU 5.2.12: Protection of Sensitive Natural Habitats

The City shall protect sensitive natural habitat including Longleaf Pine, Sand Hill, Sand Pine, and Xeric Oak Scrub (generally shown on Map #14 and Map #15) within the Wekiva Springs Overlay Protection Area to the greatest extent practicable. The ~~Land Development Regulations~~LDR shall require a site analysis during the development review process to identify sensitive natural habitat. If such habitat is determined to exist on-site, proposed development shall be required to avoid and protect such areas as much as possible as follows:

a. Design shall be accomplished to maintain sensitive natural upland habitat in functional, clustered and contiguous configurations that maximize use by wildlife and maintain the long-term viability of natural communities. This includes linkages to habitat corridors and greenways where possible.
b. Sensitive natural habitat protected on-site shall require a permanent conservation easement and be incorporated as open space within the subject property.

Policy FLU 5.2.13: Management of Sensitive Natural Habitats

For habitat areas that are greater than two acres in size, are within the Wekiva Springs Overlay District, and contain longleaf Pine, Snad Hills, Sand Pine or Xeric Oak Scrub habitats, ~~T~~the City will~~may~~ require a management plan ~~for sensitive natural habitat areas greater than two (2) acres in size that are protected as the result of a development project~~. The management plan~~,~~ shall be prepared at the expense of the developer by a qualified professional biologist, and provide for the following:

a. Eventual removal of invasive plants and replanting with Florida Friendly and native vegetation as feasible;
b. Maintenance of biodiversity, with special emphasis on the protection of listed plant and animal species;
c. Removal of debris, articles, and structures not permitted by the management plan;
d. Conditions for use that are limited to passive recreation; and
e. Any additional measures necessary to protect and maintain the functions and values of the habitat area while ensuring protection from wildfire.

~~**EXHIBIT A FUTURE**~~

~~**AND USE ELEMENT APPENDIX**~~

~~**SECTION FLU A-1: PLAN AMENDMENT STANDARDS OF REVIEW**~~

The City of Eustis Comprehensive Plan is designed to preserve and enhance the public health, safety, and welfare through the management of growth, the provision of adequate public services and the protection of natural resources. These purposes are accomplished by the legislative establishment of goals, objectives, and policies that are designed to guide the future growth and development of lands within the City.

GENERAL

All applications for a Plan amendment including, but not limited to, site specific applications for changes in land use designations, are presumed to involve a legislative function of local government which, if approved, would be by legislative act of the City and shall, therefore, be evaluated based upon the numerous generally acceptable planning, timing, compatibility, and public facility considerations detailed or inferred in the policies of the Plan. Each application for an amendment to the Map #1: 2035 Future Land Use Map by changing the land use designation assigned to a parcel of property shall also be reviewed to determine and assess any significant impacts to the policy structure on the Comprehensive Plan of the proposed amendment including, but not limited to, the effect of the land use change on either the internal consistency or fiscal structure of the Plan.

This Plan amendment application review and evaluation process will be prepared and presented in a format consistent with the four (4) major categories of Plan policies as follows:

A **General Public Facilities/Services**: Since the Plan policies address the continuance, expansion and initiation of new government service and facility programs, including, but not limited to, capital facility construction, each application for a land use designation amendment shall include a description and evaluation of any Plan programs (such as the effect on the timing/financing of these programs) that will be affected by the amendment if approved. This analysis shall include the availability of, and actual and anticipated demand on, facilities and services serving or proposed to serve the subject property. The facilities and services required for analysis include emergency services, parks and recreation, potable water, public transportation if and when available, sanitary sewer, schools, solid waste, stormwater, and the transportation network.

B **Natural Resources/Natural Features**: The policies of the Plan also contain general regulatory guidelines and requirements for managing growth and protecting the environment. These guidelines will be used to evaluate the overall consistency of the land use amendment with the Comprehensive Plan. Evaluation of specific features and impacts shall be included in the Land Development Regulations and addressed at time of site plan or subdivision plan consideration.

C **Comprehensive Plan Review**: Additional criteria and standards are also included in the Plan that describe when, where and how development is to occur. Plan development policies will be used to evaluate the appropriateness of the compatibility of the use, intensity, location, and timing of the proposed amendment.

1. Proposed Residential Land Uses. The City shall limit these uses adjacent to incompatible commercial or industrial land uses unless sufficient mitigation, such as buffering and setbacks is provided and available through the Land Development Regulations, which lessens the impact to the proposed residences.

2. Proposed Non-Residential Land Uses. The City shall generally not permit new industrial

uses to be located adjacent to existing or planned residentially designated areas.

D **Transportation**: Each application for a land use designation amendment will be required to demonstrate consistency with the Transportation Element of the adopted Comprehensive Plan.

D **Water Supply**: Each application for a land use designation amendment will be required to demonstrate that adequate water supplies and associated public facilities are (or will be) available to meet the projected growth demands.

AMENDMENTS WITHIN THE WEKIVA SPRINGS OVERLAY PROTECTION DISTRICT

Amendments to the Future Land Use Map (FLUM) within the Wekiva Springs Overlay Protection District shall be required to comply with all applicable policies of this Comprehensive Plan and at time of site plan or subdivision consideration, approval of a development plan shall satisfy the following criteria:

A. Support the development plan with the required studies and surveys in FLU Policy 5.1.3 to document that the development is consistent with protection of groundwater and surface water and natural resources;
B. Support the development plan with a nitrate/nitrogen loading analysis prepared by a professional qualified to use professionally accepted methods that compare the existing land use activity to the proposed future land use activity at build-out if there is no connection to central sanitary sewer. The analysis must demonstrate when all factors are taken into account, that there shall be no increase in nitrate/nitrogen loading to groundwater and surface water.

SECTION FLU A-2: ZONING STANDARDS OF REVIEW

The City of Eustis does not have zoning districts. The City of Eustis regulates the specific uses that are permitted and prohibited within each land use district through the City's Land Development Code based on the Future Land Use Map designation and establishes the minimum design standards to be used when developing property through the application of a Design District Overlay. The intent of the land use and design regulations of the Land Development Code is to promote the health, safety, and welfare of the community; to ensure that future growth and development which occurs in Eustis is consistent and compatible with the city comprehensive plan; is compatible with existing and planned development in the City in type, design, and location; is served by adequate public services and facilities; and in all other respects achieves and implements the goals, objectives, and policies of the city as contained in the city comprehensive plan.

SECTION FLU A-3: THE OFFICIAL FUTURE LAND USE MAP

General Application

The City of Eustis Future Land Use Element contains the Official Future Land Use Map. This map depicts a land use classification system which defines the location and range of permitted uses in each classification, the range of permitted densities and/or intensities of use, and other data necessary to comply with minimum State requirements. The Future Land Use Classifications set forth the potential uses of property in the context of the lawful planning horizon and provide for a wide array of density or intensity of use within each land use classification. A property owner is not

~~necessarily entitled to the most potentially dense or intense uses permitted within a land use classification. In some cases, the compatibility standards in the Land Development Regulations may result in an actual project density less than the maximum permitted by the Comprehensive Plan. The Future Land Use Map does not guarantee that maximum densities will be achieved in all cases and does not serve as a substitute density limit in place of any other regulations that would place further restrictions and/or limitations on the development density of a parcel.~~

~~The official Future Land Use Map depicts the following land use classifications, map symbols, and the identification of designations that require urban services.~~

TABLE A-3.1 FUTURE LAND USE DESIGNATIONS

Land Use District	Map Symbol	Maximum Net Density (Total Dwelling Units per net acre)	Intensity Range (Floor Area Ratio)	Maximum Impervious Surface (% of net buildable area)
Rural Residential	RR	1 dwelling unit/acre	N/A	20%
Suburban Residential	SR	5 dwelling units/acre	N/A	40%
Urban Residential	UR	12 dwelling units/acre	N/A	40%
Manufactured Home Community	MH	8 dwelling units/acre	N/A	50%
General Commercial	GC	N/A	Up to 2.5~~(3)~~	75%
General Industrial	GI	N/A	Up to 2.5~~(3)~~	75%
Central Business District	CBD Residential Non-Residential	40 dwelling units/acre(1)	 Up to 3.0	100%
Residential/Office Transitional	RT Residential Non-Residential	12 dwelling units/acre(2)	 Up to 2.5~~(3)~~	 40% 75%
Mixed Commercial/Residential	MCR Residential Non-Residential	12 dwelling units/acre(2)	 Up to 2.5~~(3)~~	 40% 75%
Mixed Commercial/Industrial	MCI	N/A	Up to 2.5~~(3)~~	75%
Public and Institutional	PI	N/A	Up to 2.5~~(3)~~	75%
Agricultural	AG	1 dwelling unit/5 acres	N/A	20%
Conservation	CON	N/A	Up to 2.0~~(3)~~	10%

Table Footnotes

Generally: Stated densities and intensities will not be achieved in all cases. Compatibility standards and other Land Development Regulations, including those resulting the interaction between land use districts and design districts, as related to each specific site's unique characteristics, will determine actual achievable densities and intensities.

(1) In the Central Business District, the maximum of 40 units per acre is permitted in the portion of the central business district bordered on the west by Bay Street, south by Orange Avenue, east by Center Street and north by Clifford Avenue. The remainder of the Central Business District shall have a base maximum density of 12 du/acre and shall require a

conditional use permit to develop up to 40 units per acre.

(2) Density bonuses are permitted for the provision of affordable housing, including opportunities for a bonus increase between 5-15 percent. ~~in density in these classifications where at least 20 percent of the dwelling units are affordable to families having incomes less than 80 percent of the Orlando metropolitan Statistical Area median, or where at least 50 percent of the dwelling units are affordable to families having less than 120 percent of the Orlando metropolitan Statistical Area median. Affordability is based on a housing cost-to-family income factor of 30 percent.~~

(3) ~~Allowable intensities incrementally decrease between downtown and outlying areas, and between corridors and neighborhoods, as specified in Section 109-3 of the Land Development Regulations. Higher intensities apply in urban districts, medium intensities in suburban districts and lower intensities in rural districts. Similarly, within those districts, higher intensities apply along corridors and lower intensities in neighborhoods.~~

110-For more information regarding open space and impervious definitions see the City of Eustis Land Development Regulations, Definitions and Chapter 115, Section 115-4.1

DEFINITIONS OF FUTURE LAND USE DESIGNATIONS

The definitions and uses provided for in each of the following future land use designations are descriptive definitions only.

Residential Districts

Rural Residential
Suburban Residential
Urban Residential
Manufacture Home Community

Rural Residential (RR)

This designation provides for large lot development near or on the periphery of the Eustis urbanized area. Low density designation is a proven effective means for delaying development until growth can be accommodated in an orderly economical fashion. Mainly, this category is seen as providing a low density estate-type housing environment preferred by a segment of the local population. Principal locations are near East Crooked Lake, Lake Joanna, Lake Yale, and around certain lakes in the eastern portion of the City.

General Range of Uses: Single-family residential dwelling units, parks, schools, and public and utility services and facilities that are 2 acres or less in size.

Maximum Density: Residential densities in Rural Residential may not exceed one dwelling unit per net buildable acre. Net Densities of one unit or less per acre are appropriate in areas of steep slope near lakes where soil erosion is a potential problem and in remote locations where provision of urban services is not economically feasible.

Special Provisions:

a) Permit the placement of residential units manufactured off site which otherwise meet all applicable federal and state regulations and standards, provided that:

    1. all such housing is attached to foundations as in the case of conventional site-built construction; and
    2. all such housing otherwise meets applicable lot, yard, and related residential classification as set forth in the Land Development Regulations.

b) Developments within the Wekiva Protection Overlay that include longleaf pine, sand hill, sand pine, and xeric oak communities shall protect these areas as dedicated open space or conservation easements, with total open space equal to at least 35% of the net buildable area.

Suburban Residential (SR)

This designation is provided to accommodate the majority of residential development within the City.

General Range of Uses: This designation is intended to provide for a mix of single family detached, patio home, and townhouse dwellings in a suburban atmosphere and may also include ACLF, parks and recreation facilities, and schools. Apartments may be permitted through the PUD process. Public and utility services and facilities that are 2 acres or less in size are also permitted.

Maximum Density/Intensity: Suburban Residential lands may be developed up to a maximum density of 5 dwelling units per net buildable acre. The maximum density may be exceeded through an affordable housing density bonus as provided in the Special Provisions below.

Special Provisions:

a) Density bonuses are permitted for the provision of affordable housing, including opportunities for a bonus increase between 5-15 percent in density in the Suburban Residential (SR) classification where at least 20 percent of the dwelling units are affordable to families having incomes less than 80 percent of the Orlando Metropolitan Statistical Area median, or where at least 50 percent of the dwelling units are affordable to families having incomes less than 120 percent of the Orlando Metropolitan Statistical Area median. Affordability is based on a housing cost-to-family income factor of 30 percent. A density bonus may also be allowed for energy conservation or green certification as provided for in the LDRs. The combined density bonus for affordable housing and energy conservation/green certification is limited to a total increase of 15%.
b) Permit the placement of residential units manufactured off site which otherwise meet all applicable federal and state regulations and standards, provided that:
    1. all such housing is attached to foundations as in the case of conventional site-built construction; and
    2. all such housing otherwise meets applicable lot, yard, and related residential classification as set forth in the Land Development Regulations.
c) Developments within the Wekiva Protection Overlay that include longleaf pine, sand hill, sand pine, and xeric oak communities shall protect these areas as dedicated open space or conservation easements, with total open space equal to at least 35% of the net buildable area.

Urban Residential (UR)

This designation is intended to provide higher density residential options for the areas near the downtown core of the city.

General Range of Uses: Includes single family detached, patio home, townhouse dwellings, and apartments. Additional uses include adult congregate living facilities (ACLF), other group housing facilities, manufactured residential dwelling units, limited neighborhood commercial uses, parks and recreation facilities, and schools. Public and utility services and facilities that are 2 acres or less in size are also permitted.

Maximum Density: Urban residential densities may be developed at a minimum density of six dwelling units per net buildable acre up to a maximum of 12 dwelling units per net buildable acre, except where existing conditions require a density less than six dwelling units per net buildable acre. The maximum density may be exceeded through an affordable housing density bonus as provided in the Special Provisions below.

Special Provisions:

b) Density bonuses are permitted for the provision of affordable housing, including opportunities for a bonus increase between 5-15 percent in density in the Urban Residential (UR) classification where at least 20 percent of the dwelling units are affordable to families having incomes less than 80 percent of the Orlando Metropolitan Statistical Area median, or where at least 50 percent of the dwelling units are affordable to families having incomes less than 120 percent of the Orlando Metropolitan Statistical Area median. Affordability is based on a housing cost-to-family income factor of 30 percent. A density bonus may also be allowed for energy conservation or green certification as provided for in the LDRs. The combined density bonus for affordable housing and energy conservation/green certification is limited to a total increase of 15%.

c) Permit the placement of residential units manufactured off site which otherwise meet all applicable federal and state regulations and standards, provided that:

1. all such housing is attached to foundations as in the case of conventional site-built construction; and
2. all such housing otherwise meets applicable lot, yard, and related residential classification as set forth in the Land Development Regulations.

Manufactured Home Community (MH)

This designation applies to specific existing mobile home and recreational vehicle developments which are predominantly located north of Trout Lake. The purpose of this district is to provide for a mobile home urban environment in a rental park where the dwelling unit may or may not be owned by the tenant residing within, provided however, that the real property for the entire mobile home community is under single ownership. No new transient home developments are specifically provided for on the Future Land Use Map.

General Range of Uses: Single-family residential dwelling units, multi-family dwelling units, manufactured residential dwelling units, mobile homes, outdoor recreation, and schools. Public and utility services and facilities that are 2 acres or less in size are also permitted.

Maximum Density: Residential densities may not exceed eight dwelling unit per net buildable acre.

Special Provisions:

a) Permit the placement of residential units manufactured off site which otherwise meet all applicable federal and state regulations and standards, provided that:

1. all such housing is attached to foundations as in the case of conventional site-built construction; and
2. all such housing otherwise meets applicable lot, yard, and related residential classification as set forth in the Land Development Regulations.

Commercial Districts General

Commercial (GC)

The GC designation is intended to provide an area consisting of primarily free-standing commercial land uses serving both motorists and local residents.

General Range of Uses: General Commercial may include a variety of free-standing retail and service uses and small strip centers including automotive-oriented uses such as service stations and auto sales as well as outdoor recreation, and schools. Public and utility services and facilities that are 5 acres or less in size are also permitted.

Intensity Range: up to 2.5 FAR subject to restrictions in Section 109-3 of the Land Development Regulations.

Developments within the Wekiva Protection Overlay that include longleaf pine, sand hill, sand pine, and xeric oak communities shall protect these areas as dedicated open space or conservation easements, with total open space equal to at least 35% of the net buildable area.

Industrial Districts

General Industrial (GI)

This land use designation is provided for those businesses that have one or more objectionable uses such as noise, dust or odor. The purpose of this district is to provide a method whereby industries necessary to the area, but with inherent characteristics which could prove obnoxious or detrimental to a different type of industrial operation, may locate in the most suitable and advantageous spots to minimize inconvenience to the general public. This district also offers greater economy and freedom to the industrial developer by the relaxation of certain standards and screening requirements within the district itself.

General Range of Uses: General Industrial development includes existing industrial development of light-to-heavy nature along the rail line both north and south of downtown. Outdoor recreation, schools, and public and utility services and facilities that are 5 acres or less in size are also permitted.

Intensity Range: up to 2.5 FAR subject to restrictions in Section 109-3 of the Land Development Regulations.

Special Provisions:

a) New development within GI areas shall continue to be required to:
   1. Provide adequate setbacks and buffering from residential areas and public roads;
   2. Comply with all federal and state environmental regulations and local performance standards contained in the Land Development Regulations; and
   3. Limit effluent discharges to the municipal sewer system to approved pretreated industrial wastes and domestic wastes only.

b) Developments within the Wekiva Protection Overlay that include longleaf pine, sand hill,

sand pine, and xeric oak communities shall protect these areas as dedicated open space or conservation easements, with total open space equal to at least 35% of the net buildable area.

Mixed Use Districts

Central Business District Residential / Office Transitional Mixed
Commercial / Residential Mixed
Commercial / Industrial

Central Business District (CBD)

This land use designation is designed to support a mixed-use area encompassing downtown Eustis within which a combination of commercial, institutional, office, and residential uses may occur at comparatively high densities.

General Range of Uses: This category accommodates the mix of residential, commercial, light industrial/manufacturing, office, institutional, and schools. Public and utility services that are 5 acres or less in size are also permitted as well as residential uses found in or otherwise desirable in downtown areas.

Density: The maximum density is 40 du/ net buildable acre where the maximum of 40 units per buildable acre is permitted in the "core area" of the district which is defined as that portion of the central business district bordered on the west by Bay Street, south by Orange Avenue, east by Center Street and north by Clifford Avenue. The remainder of the Central Business District shall be a maximum density of 12 du/ net buildable area unless granted a conditional use permit to develop up to 40 units per net buildable acre. The minimum density within the "core area" of the CBD is 6 du/ net buildable acre except where existing conditions require less than the minimum.

IntensityRange: up to 3.0 FAR subject to restrictions in Section 109-3 of the Land Development Regulations.

Mix Requirements: There are proportional requirements and limitations regarding the amount of residential and non-residential uses allowable in an area designated CBD. For the mixed land use category CBD, the city establishes, and shall monitor on a citywide basis, a mix of uses as follows:

Commercial/Office: 50% - 80% of total CBD building square footage
Residential: 20% - 60% of total CBD building square footage Institutional:
5% - 15% of total CBD building square footage

The composition of mix for each proposed development will be determined on a case-by-case basis during the development review process. Specific uses permitted will be monitored by the city to

ensure continuity and compatibility with adjacent land uses. Individual properties may develop residentially, commercially, or as an institutional use provided that all applicable criteria set forth herein are met.

Residential / Office Transitional (RT)

This land use designation applies to older residential areas having residential character, which are located adjacent to non-residential development. The purpose is to provide for establishment of business and professional offices and limited retail and service businesses while maintaining residential character or compatibility. The concept is that many older residences are impacted by traffic or adjacent non-residential uses and are no longer economically viable as dwellings. Allowance of limited commercial use is a means of making these areas more productive while maintaining a residential-type character.

General Range of Uses: This category accommodates residential uses; professional and business offices in certain predominantly residential areas near major traffic arteries and adjacent to commercial areas; outdoor recreation; and schools. Public and utility services and facilities that are 2 acres or less in size are also permitted.

Maximum Density: Residential densities may not exceed 12 dwelling units per net buildable acre.

Intensity Range: up to 2.5 FAR subject to restrictions in Section 109-3 of the Land Development Regulations.

Mix Requirements: There are proportional requirements or limitations regarding the amount of residential and non-residential uses allowable in an area designated RT on the Future Land Use Map. For the mixed land use category RT, the city establishes, and shall monitor on a citywide basis, a mix of uses as follows:

Residential: 55% - 70% of total RT acreage Commercial/Office:
30% - 45% of total RT acreage

The composition of mix for each proposed development will be determined on a case-by-case basis during the development review process. Specific uses permitted will be monitored by the city to ensure continuity and compatibility with adjacent land uses. Individual properties may develop residentially or commercially, provided that all applicable criteria set forth herein are met.

Special Provisions:

a) Future amendments to designate areas as RT shall be required to be designated near thoroughfares and commercial areas to allow for limited transitional commercial uses in recognition that these areas are impacted by adjacent commercial use and to provide an economic use of property while maintaining their general residential character by:
   1. limiting commercial uses to retail, business and professional offices, group homes, and home occupations as defined in the Land Development Regulations;
   2. limiting external lighting and signs to that which would normally be permitted in adjacent residential zoning districts;
   3. screening any permitted non-residential use from abutting residential properties by a landscape buffer, in accordance with city requirements;

b) Developments within the Wekiva Protection Overlay that include longleaf pine, sand hill,

sand pine, and xeric oak communities shall protect these areas as dedicated open space or conservation easements, with total open space equal to at least 35% of the net buildable area.

Mixed Commercial / Residential (MCR)

This land use designation is intended to regulate the character and scale of commercial uses so as to minimize their impacts on adjacent roadways and to promote their compatibility with adjacent or nearby residential uses.

General Range of Uses: This category accommodates a mix of residential, commercial, office, institutional, and schools. Public and utility services that are 5 acres or less in size are also permitted.

Maximum Density: Residential densities may not exceed 12 dwelling units per net buildable acre.

Intensity Range: up to 2.5 FAR subject to restrictions in Section 109-3 of the Land Development Regulations.

Mix Requirements: There are proportional requirements and limitations regarding the amount of residential and non-residential uses allowable in an area designated MCR. For the mixed land use category MCR, the city establishes, and shall monitor on a citywide basis, a mix of uses as follows:

Residential: 15% - 25% of total MCR acreage
Commercial/Office: 75% - 85% of total MCR acreage

The composition of mix for each proposed development will be determined on a case-by-case basis during the development review process. Specific uses permitted will be monitored by the city to ensure continuity and compatibility with adjacent land uses. Individual properties may develop residentially or commercially, provided that all applicable criteria set forth herein are met.

Special Provisions:

a) Future amendments to designate areas as MCR shall be permitted only along arterial and collector roads and in certain neighborhoods which meet the following conditions:
   1. where the arterial road frontage is generally undeveloped, residential development may be feasible and will be encouraged;
   2. strip commercial development shall be minimized, including actions that would extend or expand existing strip development;
   3. the arterial road frontage contains an existing mix of viable commercial and residential uses;
   4. the clustering of viable commercial businesses within or adjacent to residential neighborhoods is determined to not have a detrimental visual or operational impact on such adjacent or nearby residential uses;
b) Developments within the Wekiva Protection Overlay that include longleaf pine, sand hill, sand pine, and xeric oak communities shall protect these areas as dedicated open space or conservation easements, with total open space equal to at least 35% of the net buildable area.

Mixed Commercial / Industrial (MCI)

This land use designation is intended to provide for development of light manufacturing,

distribution, corporate office and related commercial and industrial facilities in select high-profile locations and in well planned environments.

General Range of Uses: Uses include light industry and manufacturing, distribution, corporate office, and related commercial and industrial facilities in select high profile locations and in well- planned environments. Outdoor recreation and schools are permitted as well as public and utility services and facilities that are 5 acres or less in size.

Light industry includes warehousing and wholesale distribution, provided that truck access bays and loading operations are effectively screened from view where necessary, truck traffic does not impact local streets, and hours of operation are compatible with adjacent land uses. Light industry also includes those manufacturing, distribution, and associated activities which do not create any noise, glare, vibration, odor, or waste products which would adversely impact adjacent properties or municipal utility systems, based on performance standards established in the Land Development Regulations.

Maximum Density: Not applicable.

Intensity Range: up to 2.5 FAR subject to restrictions in Section 109-3 of the Land Development Regulations.

Mix Requirements: There are proportional requirements and limitations regarding the amount of residential and non-residential uses allowable in an area designated MCI. For the mixed land use category MCI, the city establishes, and shall monitor on a citywide basis, a mix of uses as follows:

Commercial: No more than 20% of total MCI acreage

The composition of mix for each proposed development will be determined on a case-by-case basis during the development review process. Specific uses permitted will be monitored by the city to ensure continuity and compatibility with adjacent land uses. Individual properties may develop all commercially or all industrially, provided that all applicable criteria set forth herein are met.

Special Provisions:

a) Future amendments to designate areas as MCI may be permitted in undeveloped areas oriented to major highways and other transportation facilities as determined by market demand, and provided that:
   1. Mixed Commercial Industrial areas and developments therein will be held to a higher level of community design relative to signage, lighting, landscape materials, and building quality than General Commercial (GC) areas; and
   2. Signage and lighting are limited to maintain the generally semi-rural or high-profile image character of these designated areas.
b) Developments within the Wekiva Protection Overlay that include longleaf pine, sand hill, sand pine, and xeric oak communities shall protect these areas as dedicated open space or conservation easements, with total open space equal to at least 35% of the net buildable area.

Other Districts

Public and Institutional
Agricultural
Conservation

Public and Institutional (PI)
This land use designation applies to public and quasi-public properties and other facilities that provide a community service.

General Range of Uses: Uses include school, recreation, and public utility properties and other governmental facilities. Cemeteries are also included in this category.

Maximum Density: Not Applicable

Intensity Range: up to 2.5 FAR subject to restrictions in Section 109-3 of the Land Development

Regulations. Developments within the Wekiva Protection Overlay that include longleaf pine, sand hill, sand pine, and xeric oak communities shall protect these areas as dedicated open space or conservation easements, with total open space equal to at least 35% of the net buildable area.

Agricultural (AG)
This land use designation is designed to limit the premature spread of urban growth and conversion of productive agricultural lands until such time as urban growth is contiguous and agricultural activities can no longer be economically sustained.

General Range of Uses: Single-family residential dwelling units, ranching, crop farming including citriculture, silviculture, aquaculture, row crops, and public and utility services and facilities.

Maximum Density: Residential densities in Agricultural may not exceed one dwelling unit per five net buildable acres except as provided in the Special Provisions below.

Special Provisions:

a) Mineral Resources Extraction. The extraction of mineral resources may be permitted in Agricultural (AG) land use areas, provided that:
    1. compatibility with existing and potential development can be shown in terms of the character, phasing, and buffering of the proposed mineral extraction activities;
    2. compatibility with existing and potential development can be shown in terms of access to the proposed mineral extraction activities;
    3. the activity meets all applicable licenses, regulations, and standards and is permittable by state agencies having jurisdiction; and
    4. excavation, erosion control, and reclamation plans are submitted and provide for the protection of surface and groundwater resources, wetlands, and upland habitat areas (or their mitigation) and for the productive reuse of land after excavation is discontinued.

Conservation (CON)
This land use designation provides for lands that have environmental sensitivity and

~~significance with the purpose of preserving natural resources in the community.~~

~~General Range of Uses: Development within these areas is limited to interpretative features and related facilities for nature study and enjoyment. These related facilities may include nature trails, needed utility services, and shelters. Outdoor recreation facilities may be permitted in disturbed uplands or other non-environmentally sensitive land within the designation.~~

~~Intensity Range: up to 0.20 FAR subject to restrictions in Section 109-3 of the Land Development Regulations.~~

TRANSPORTATION ELEMENT
~~GOALS, OBJECTIVES AND POLICIES~~

GOAL TRA 1: SYSTEMS FRAMEWORK
Implement a transportation systems framework based upon principles that will:

- **Promote diversified economic development;**
- **Protect and enhance residential neighborhoods;**
- **Ensure adequate services and facilities to serve new and existing development;**
- **Discourage urban sprawl;**
- **Preserve and protect natural resources; and**
- **Respect private property rights.**

OBJECTIVE TRA 1.1: LAND USE AND TRANSPORTATION COORDINATION
To ~~enforce land use, design and transportation policies, standards and regulations that~~ coordinate the existing and future transportation infrastructure with land uses shown in the Future Land Use map ~~exhibit~~ and ~~that~~ encourage development patterns consistent with the City's various design districts.

Policy TRA 1.1.1: Consistency with the Future Land Use Element
The City shall coordinate the development of new transportation regulations, policies, standards, and plans with the Future Land Use ~~e~~Element. The City will also consider both the Transportation Element and the Future Land Use Element when evaluating all development proposals.

Policy TRA 1.1.2: Transportation and Development Patterns
To discourage urban sprawl and to maximize the use of existing transportation infrastructure, the City shall implement regulations within the ~~Land Development Code~~LDR that encourage a high density mix of uses in specific areas of the City. Those areas are identified in the development patterns of urban, suburban, and rural. Each development pattern is further divided into neighborhoods, centers, corridors, and districts. The City shall adopt and enforce policies, standards, and regulations which relate the design and function of roadways and modes of transportation to the type, size and location of the land uses within each development pattern as prescribed by the City's ~~Land Development Code~~LDR. The high-density mix of uses is specified for the suburban and urban centers such as the Central Business District where the mobility system supports multiple modes of travel.

The City's designated land use development patterns are as follows:

a. Urban Areas. Urban development pattern areas provide for the highest allowable densities within the City and include the existing Central Business District. The minimum and maximum residential and nonresidential densities and intensities within these areas are designed to support transit service. Through the existing Community Redevelopment Agency (CRA), the City provides infrastructure improvements and encourages the accommodation of future growth through redevelopment within the urban area. Pedestrian-oriented land

use and transportation improvements shall be required throughout the urban development pattern area and implemented through CRA activities and ~~Land Development Code~~LDR standards addressing the mix of uses, pedestrian facilities, site design, maximum block size, and street connectivity.

b. Suburban Areas. Suburban development pattern areas rely primarily on a pattern of residential development designed to provide for pedestrian and bicycle connections between neighborhoods and between residential and non-residential land uses. Non-residential uses are located primarily on corridors and within multi-use districts. Pedestrian-oriented development within suburban centers will be achieved through ~~Land Development Code~~LDR regulations addressing the mix of uses, pedestrian facilities, site design, block structure requirements, and street connectivity.

c. Rural Areas. Rural development pattern areas provide for the lowest allowable densities within the City, relying primarily on a pattern of clustered residential development that provides substantive open space that serves to preserve and enhance the rural viewshed and character of the community. Non residential uses are primarily located in centers and may contain a mix of uses.

Policy TRA 1.1.3: Roadway Improvements and Land Use Amendments

The City shall prohibit the use of new or expanded roadway facilities as sole justification for amendments to the Future Land Use Element where new or expanded development will adversely impact resource/ conservation areas or neighborhoods.

OBJECTIVE TRA 1.2: PROMOTE ECONOMIC DEVELOPMENT

~~To promote a safe, efficient and livable transportation system that provides for mobility to support the City of Eustis' continued economic development.~~ Promote safe, efficient, well-synchronized transportation modalities for vehicles, pedestrians, and cyclists to support economic development by connecting people to businesses, businesses to markets, and enhancing the quality of life of Eustis residents by providing access to jobs, education, healthcare, and recreation.

Policy TRA 1.2.1: Right of Way Preservation

The City shall continue to adopt, maintain, and enforce policies, standards and regulations which specify the City's right-of-way and building setback standards based on the needs identified in the Downtown Plan, the East CRA Master Plan, and other future plans.

Policy TRA 1.2.2: Dedication of Rights-of-Way

The City shall continue to require as authorized by law, the dedication of rights-of-way and appropriate building setbacks as conditions of approval for all development proposals and subdivision plats.

Policy TRA 1.2.3: Identification of Future Enhanced Transit Corridors

The City shall work with the appropriate agencies and entities to evaluate deed reservations, rail rights-of-way, major utility corridors, and undeveloped platted road rights-of-way for potential use as future multi-use corridors and to make a determination of consistency of these corridors with other elements of the Plan.

Policy TRA 1.2.4: Coordinate Transportation with Other Public Facilities

As part of the process for the acquisition or development of land for public uses, such as~~,~~ parks, open space, environmental protection, or other public purpose, the City shall evaluate the impacts of the proposed project on the future transportation system and the potential for the development of future transportation corridors as a joint use.

OBJECTIVE TRA 1.3 PROTECT AND ENHANCE RESIDENTIAL NEIGHBORHOODS

To develop and maintain an effective, convenient and economically feasible multi-modal transportation system in its neighborhoods that preserves and strengthens the residential quality of life by providing local accessibility for multiple modes~~,~~ and provides access to neighborhood developments and attractors.

Policy TRA 1.3.1: Coordination with Future Land Use Element

The City shall establish and enforce land use, design, and transportation policies, standards, and regulations that coordinate the transportation system with the residential and residential-supportive land uses shown on the Future Land Use map exhibit.

Policy TRA 1.3.2: Discourage Speeding on Residential Streets

The City shall establish standards for infill and redevelopment projects to discourage ~~high vehicle~~ speeding on adjacent residential streets. This shall be accomplished through appropriate traffic calming methods, such as gateway treatments, roundabouts, reduced roadway width and turn radii, or other treatments as identified by the City.

Policy TRA 1.3.3: Travel Between Neighborhoods

The City shall ensure that existing and new developments are connected wherever feasible by roadways, bicycle and pedestrian systems, and access to transit that encourage travel between neighborhoods without requiring use of the major thoroughfare system.

Policy TRA 1.3.4: Multimodal Access to Commercial Centers

The City shall work to establish bicycle and pedestrian systems to provide access to Downtown Eustis and other commercial centers from surrounding residential areas.

OBJECTIVE TRA 1.4: TRANSPORTATION AND ENVIRONMENTAL QUALITY
To support the City's desire to maintain environmental sustainability, conserve energy and natural resources, discourage urban sprawl, and to improve the aesthetic quality of the community through the implementation of the following policies.

Policy TRA1.4.1: Reducing Travel Demand through Land Use Measures
The City shall establish and implement policies, standards, and regulations that recommend future development to have land use mix, density and site plan layout/phasing which support reduced travel demand, shortened trip lengths, higher internal capture, and balanced trip demand.

Policy TRA 1.4.2: Promotion of Energy Efficient Vehicles and Alternative Fuel Sources
The City shall establish policies, standards, and regulations that encourage the use of energy efficient vehicles and enable the development of infrastructure systems to support their use by establishing sites for alternative energy fueling stations. Where appropriate, the City shall acquire energy-efficient vehicles as part of its vehicle fleet for police, fire, and maintenance needs.

Policy TRA 1.4.3: Travel Demand Management
The City shall establish policies, standards, and regulations that will result in lower vehicle miles traveled ~~(VMT)~~ through travel demand strategies such as telecommuting, ride-sharing, transit use, and employee guaranteed ride home programs.

Policy TRA 1.4.4: Promoting Non-Motorized Travel
The City shall establish and enforce policies, standards, and regulations within the City's ~~Land Development Regulations~~LDR that promote pedestrian and bicycle mobility and access. ~~;~~These provisions shall includ~~eing~~ standards related to street design and connectivity; standards on building and site design that accommodate non-motorized travel; the provision of bicycle parking; and bicycle and trail access and connectivity.

Policy TRA 1.4.5: Roadway Speeds
To facilitate safe pedestrian movement, the City shall work with Lake County and the Florida Department of Transportation to limit posted speed limits within the City to 45 miles per hour or less.

Policy TRA 1.4.6: Protecting Natural Resources and Environmental Quality
In the planning, design and construction of transportation improvements, the City shall consider design techniques to mitigate adverse impacts on natural and environmental resources ~~as well as design and operational techniques which can complement adjacent development and enhance the aesthetic quality of the transportation corridor~~.

Policy TRA 1.4.7: Enforcement of Environmental Regulations

In the planning, design and construction of new transportation facilities, the City shall continue to enforce policies, standards, and regulations which provide for the protection of wetland areas by requiring documented evidence of an overriding public interest and appropriate mitigation of any unavoidable disturbance of wetland areas as required by environmental regulations.

Policy TRA 1.4.8: Lakeshore Drive Scenic Road

Lakeshore Drive is hereby designated a scenic road requiring preservation of a two-lane cross section, posting for low-to-moderate travel speeds, limited improvements for bicycle use, and careful regulation of roadside development. The City shall coordinate with Lake County and the Lake-Sumter Metropolitan Planning Organization (MPO) to establish a consistent functional classification of Urban Local for the Lakeshore Drive/Lake Eustis Drive corridor.

Policy TRA 1.4.9: Transportation Corridor Aesthetics

In the planning, design, and construction of new transportation improvements, the City shall consider design and operational techniques which would complement adjacent development and enhance the aesthetic quality of the transportation corridor.

OBJECTIVE TRA 1.5: PROMOTE MULTI-MODAL TRAVEL

To ~~establish and enforce policies, standards, and regulations that~~ promote multi-modal mobility and access throughout the City, including travel by automobile, bicycle, walking, and transit.

Policy TRA 1.5.1: Multi-Modal Connectivity

The City shall preserve existing roadway, sidewalk and bicycle system connections, and restore networks that previously were disconnected, where appropriate. In particular, the City shall encourage future redevelopment and development projects to improve street connectivity by developing new local streets with appropriate sidewalk and bicycle facilities, where feasible. Priority shall be given to those proposed roadway connections identified in the Downtown Plan and East CRA Plan.

Policy TRA 1.5.2: Stub-outs to Adjacent Parcels

The City shall ensure that streets in redevelopment areas are designed with stub-outs to connect to abutting undeveloped lands and/or land with redevelopment potential. Provisions for future connections shall be provided in all directions whether the streets are public or private, except where land is undevelopable.

Policy TRA 1.5.3: Align Roadways to Connect to Stub-outs

The City shall ensure that new development and redevelopment projects align their roadways to connect with the stub-outs provided by adjacent

developments.

Policy TRA 1.5.4: Citywide Bicycle and Pedestrian Master Plan

The City shall improve mobility through infrastructure improvements included in the citywide Bicycle and Pedestrian Master Plan completed in 2011. This Master Plan addresses local circulation via sidewalks, trails, and on-street bikeways to connect the City's downtown, neighborhoods, parks and environmental features. The plan incorporatesbuilds on the Future Network- Bicycle and Trail Plan ~~illustrated in Transportation Map 12~~, the Lake- Sumter MPO Greenways and Trails Plan, the Downtown Plan, and the East CRA Master Plan.

Policy TRA 1.5.5: Demand Response Transit

The City shall work with Lake County to continue to provide demand-response transit service to cater to the transit dependent population~~s~~ within the City.

Policy TRA 1.5.6: Evaluate Transit Service Options

The City shall work with Lake County to monitor, ~~and~~ evaluate, and~~, as deemed necessary,~~ implement additional mass transit, paratransit and transportation demand management strategies and programs. These strategies and programs shall ~~which~~ support the Future Land Use Element, address the special needs of the service population, and increase the efficiency of transit services. Such strategies and programs may include rail services, intra-city trolley, carpools/vanpools, Park-and-Ride, demand response transit service, parking management, express bus services, transfer stations and increased frequency of bus service.

~~**Policy TRA 1.5.7: Roadway Functional Classification**~~

~~The City shall adopt Transportation Map 1 – Roadway Functional Classification System that identifies the existing functional classification for collector and arterial roadways within the City.~~

Policy TRA 1.5.~~8~~7: Orange Avenue Functional Classification

To further the goals of the City of Eustis in improving multi-modal mobility, the City shall continue working with the Lake-Sumter MPO to reclassify Orange Avenue (old SR 44) from an arterial to a collector within the City limits and to add mobility features.

Policy TRA 1.5.~~9~~8: Constrained Facilities

All collector and arterial roadways within the City shall be limited to the maximum number of through lanes shown on Transportation Map 10 - Year 203~~4~~5 Roadway Number of Lanes. Small-scale modifications such as turn lanes may still be provided as warranted.

Policy TRA 1.5.~~10~~9: Bicycle and Pedestrian Access to Schools

In coordination with the Lake County School Board, the City shall work to establish sidewalks, bicycle paths, and/or a network of low-speed neighborhood streets to provide safe and convenient access to all elementary, middle, and high schools.

OBJECTIVE TRA 1.6: TRANSPORTATION MOBILITY APPROACH

To support urban infill and redevelopment efforts of the City and to target economic development, job creation, housing, transportation, crime prevention, and neighborhood revitalization and preservation within the City., ~~T~~the City hereby rescinds transportation concurrency for all areas within the City limits~~-~~.

Policy TRA1.6.1: Mobility Planning

The City shall continue to develop integrated land use and transportation planning studies for geographic areas of the ~~c~~City to outline land use, urban design, and transportation strategies that will support multi-modal mobility. This will include implementation of the Future Land Use Element to achieve a higher density mix of uses, developed in a pattern and form that would support multiple modes of travel.

Policy TRA 1.6.2: City Plans that Address Multi-Modal Mobility

The City shall continue to implement land use and transportation strategies that call for multi-modal mobility within recently completed and adopted city plans, including the City of Eustis Downtown Plan, the City of Eustis East CRA Master Plan, and the revised ~~Land Development Regulations~~LDR.

Policy TRA 1.6.3: Development Review focused on Multi-Modal Mobility

Through the policies, standards, and regulations in the ~~Land Development Regulations~~LDR, the City shall continue to encourage the provision of multi-modal facilities, including new local street connections, sidewalks, transit shelters, bicycle facilities, etc., as part of any development proposals. Such multi-modal facilities will be designed to support the character and requirements of each of the City's development patterns.

Policy TRA 1.6.4: Supporting Regional Multi-Modal Plans

The City shall continue to participate in initiatives to promote regional and local transit, including future expansion plans for LakeXpress, Central Florida Commuter Rail (especially the Orange Blossom Express), and other proposed ~~light rail or bus~~ rapid transit projects ~~(as illustrated in Transportation Map #13, Future Transportation Network-Mass Transit)~~. The City shall continue to participate in the development of the MPO's Long Range Transit Plan and Greenways and Trails Plan, and coordinate with the County and adjacent municipalities in planning for and implementing future bicycle and multi-use trail facilities.

Policy TRA 1.6.5: Roadway Level of Service Standard

The City ~~shall~~ hereby adopts a roadway Level of Service standard of E for collector and arterial roadways within the City. The roadway Level of Service shall be measured for daily conditions. In cases where individual roadway segments exceed the Level of Service standard, the available capacity on parallel corridors within the City shall be included in the evaluation.

Policy TRA 1.6.6: Multi-Modal Transportation Level of Service

By December 31, 2030 The City shall adopt transportation system performance measures to address its multimodal goals for bicycle, pedestrian and transit circulation.

Policy TRA 1.6.7: Refined Roadway Level of Service Analysis Techniques

The City may authorize ~~refined~~ alternative transportation methodologies and techniques to be used in situations where more precise input data and analysis is desired prior to final action associated with development review or transportation infrastructure modifications. Acceptable methodologies and techniques may include, but are not limited to:

- Trip generation studies
- Traffic studies
- Trip characteristics studies
- Travel time/speed/delay studies
- Passer-by and internal trip analysis
- Person trip analysis
- Planning level models
- Traffic operation models
- Intersection analysis
- Corridor/subarea analysis
- Multi-modal analysis

Policy TRA 1.6.8: Multi-Modal Transportation Level of Service Analysis Techniques/Standards

The City shall develop special area plans, as needed, for areas of special concern. When appropriate, the City shall adopt additional or alternative level of service standards and methods of applying levels of service standards for these areas that address accessibility for vehicular traffic, pedestrians, cyclists, and transit modes.

OBJECTIVE TRA 1.7: TRANSPORTATION PLANNING COORDINATION

The ~~City shall~~ coordinate the City's ~~its~~ plans with all transportation planning bodies including but not limited to the Florida Department of Transportation, Lake County, the East Central Florida Regional Planning Council, and the Lake-Sumter MPO.

Policy TRA 1.7.1: FDOT Five-Year Work Program Coordination

Through the Lake-Sumter MPO, the City shall review, on an annual basis, the FDOT Five-Year Work Program to address right-of-way needs, access

management, and level of service standards.

Policy TRA 1.7.2: Lake County Transportation Element Coordination

The City shall review, on an annual basis, the Transportation Element for Lake County to ~~address~~ coordinate right-of-way needs, access management, and level of service standards.

Policy TRA 1.7.3: City of Tavares and City of Mount Dora Coordination

The City shall review, on an annual basis, the Transportation Elements for the Cities of Tavares and Mount Dora to ~~address~~ coordinate right-of-way needs, access management, and level of service standards.

OBJECTIVE TRA 1.8: ACCESS AND CONNECTION TO REGIONAL FACILITIES

To ~~establish and enforce policies, standards, and regulations that recommend~~provide, to the greatest extent practical, access and connection to regional transportation facilities and amenities.

Policy TRA 1.8.1: Access to Recreational Facilities and Resources

The City shall work with the County, the Lake-Sumpter MPO, and other adjoining cities, to connect local trails, ~~and the~~ sidewalks, and bicycle facilities within the City to existing and proposed regional trail facilities and bicycle systems.

~~**Policy TRA 1.8.2: Access to Community Facilities and Downtown**~~

~~The City shall establish policies, standards, and regulations to ensure that residential neighborhoods have reasonable access to the City's community facilities and to Downtown via trails or bicycle facilities, transit service, and street network, as described under the Performance Standards for Goals TRA 2, TRA 3 and TRA 4.~~

OBJECTIVE TRA 1.9: FUNDING TRANSPORTATION IMPROVEMENTS

To identify multiple sources for funding transportation improvements necessary to support the growth forecasts, goals, objectives and policies of the Future Land Use Element and to provide for a safe, convenient and efficient transportation system.

Policy TRA 1.9.1: Funding Sources

The City shall work with the Lake-Sumter MPO, FDOT, Lake County, the Eustis CRA, and private developers in funding and implementing transportation improvements, as described in the policies contained in the Intergovernmental Coordination Element, Objective 1.2, Transportation.

Policy TRA 1.9.2: Transportation Improvements as part of Development and Redevelopment

As feasible, the City shall work to implement transportation improvements as part of development and redevelopment within the City through

implementation of standards in the ~~Land Development Regulations~~LDR.

GOAL TRA 2: URBAN DEVELOPMENT PATTERN
Enhance the livability and viability of the urban core area of the City as described by the Urban Development Pattern Area through transportation policies and infrastructure investments that:

- **Prioritize the safety, comfort and convenience of the pedestrian, bicycle and mass transit environments;**
- **Accommodate vehicular circulation in a manner that is responsive to the needs of alternate modes; and**
- **Support the land use goals for the district.**

OBJECTIVE TRA 2.1: URBAN LAND USE AND TRANSPORTATION COORDINATION
To ~~establish and enforce land use, design and transportation policies, standards and regulations that~~ align the existing and future transportation infrastructure with higher density mixed-use development called for in the Urban Development Design District.

Policy TRA 2.1.1: Promote Land Use Patterns to Support Mass Transit Service
To promote the viability of existing and planned transit service, the City shall ~~adopt and enforce~~maintain land use policies, standards and regulations that concentrate employment opportunities and promote high intensity residential-based mixed use developments in Urban Centers. Neighborhood retail, transit service, and other support services shall be permitted and encouraged within the Urban Centers or within convenient walking and bicycling distance from the Centers.

Policy TRA 2.1.2: Promote Shared and Reduced Parking
To encourage the use of other transportation modes, reduce overall traffic demand, and encourage a "park-once" environment, the City shall ~~adopt and enforce~~maintain policies, standards and regulations that encourage shared parking across development parcels within Urban Centers and Urban Corridors. The City shall, from time to time, evaluate and, as deemed necessary, modify its land use policies, standards and regulations to reduce parking minimum standards for the Urban Development Pattern.

~~**Policy TRA 2.1.3: Infrastructure Support for High Density / Intensity Mixed Use Development**~~
~~The City shall provide master stormwater improvements in the Central Business District by collecting and treating stormwater outside of the urban core area so that the density and intensity of redevelopment and infill development can be maximized.~~

OBJECTIVE TRA 2.2 URBAN MULTI-MODAL TRANSPORTATION
To ~~establish and enforce policies, standards, and regulations that~~ promote multi-modal mobility and access throughout the Urban Development Pattern, including travel by automobile, bicycle, walking, and transit.

Policy TRA 2.2.1: Complete Streets

The City shall maintain and expand ~~implement~~ policies, including those standards already within the ~~Land Development Regulations~~LDR, to address the design and operation of all streets within the Urban Development Pattern for all users, including drivers, bicyclists, transit users, pedestrians of all ages and abilities, business owners, and residents. This shall be accomplished through design speeds and other design features (such as streetscape, traffic calming, on- street parking, etc.) that accommodate safe and comfortable bicycling, ~~and~~ walking, and transit operation.

Policy TRA 2.2.2: Street Types in ~~Land Development Regulations~~LDR

The City shall use the Street Types outlined in the ~~Land Development Regulations~~LDR as a guid~~anc~~e when designing and constructing new street sections within the Urban Development Pattern and ensure that all future streets are designed holistically, considering the pavement, curbing, bicycle facilities, sidewalks, lighting, signs, front yard setbacks, and building facades.

Policy TRA 2.2.3: Street Connectivity

As identified in the City's Downtown Plan and East CRA Master Plan, the City shall work to restore local street network segments that previously were disconnected and construct new street connections within the Urban Development Pattern. In particular, the City shall implement these street connections through development impact mitigation and as part of capital improvement projects.

Policy TRA 2.2.4: Downtown Eustis Mobility Needs

The City shall support the implementation of the City of Eustis Downtown Plan, which identified the following mobility needs for pedestrian, bicycle, vehicular and transit circulation within the Urban Character area:

- Bates Avenue connection between Grove Street and Prescott Street
- ~~McDonald Avenue connection between Grove Street and Eustis Street~~
- ~~Two-way conversion of Magnolia Avenue and Eustis Street~~
- ~~Pedestrian streetscape improvements for Magnolia Avenue and Eustis Street~~
- ~~Traffic calming on Bay Street and Grove Street to provide safe pedestrian and bicycle accommodations~~
- Downtown wayfinding system for pedestrian and vehicular circulation

Policy TRA 2.2.5: East CRA Mobility Needs

The City shall support the implementation of the City of Eustis East CRA Plan, which identified the following mobility needs for pedestrian, bicycle,

vehicular and transit circulation within the Urban Character area:

- ~~Realigned intersection of Palmetto Avenue / Kensington Street / Magnolia Avenue~~
- Neighborhood commercial mixed-use development at Palmetto Avenue and McDonald Avenue
- Pedestrian improvements along McDonald Avenue between Cardinal Street and Palmetto Avenue
- Additional sidewalks and lighting along Bates Avenue
- Neighborhood traffic calming to provide safe pedestrian and bicycle accommodations
- Restored local street network as part of redevelopment

Policy TRA 2.2.6: Lake-Sumter MPO Long Range Mobility Needs

The City shall support the implementation of the 2045 Lake-Sumter MPO Long Range Transportation Plan, ~~which identified the~~including recommendations for meeting the~~following~~ mobility needs for pedestrian, bicycle, ~~vehicular~~vehicle and transit circulation within the City of Eustis.~~:~~

- ~~Regional transit system providing connections between downtown Eustis, Lake County and greater Orlando metropolitan area~~
- ~~Regional north-south pedestrian/bicycle trail connecting Eustis to Tavares and Umatilla~~

Policy TRA 2.2.7: Lake County Transit Shelter Needs

The City shall support the implementation of the 2010 Lake County Shelter Placement Site Recommendations Report, ~~which~~ including identified transit shelter needs at the ~~following locations:~~Eustis Public Library.

- ~~Ardice Mall~~
- ~~Eustis Public Library~~
- ~~Tall Pines Apartment Complex~~
- ~~Lake Tech~~

~~**Policy TRA 2.2.8: Two-Way Conversion of Bay Street and Grove Street**~~

~~To support safe pedestrian circulation within Downtown Eustis, the City shall continue working with the Florida Department of Transportation and the Lake-Sumter MPO to evaluate the conversion of the one-way sections of Bay Street and Grove Street to two-way operations. As part of this conversion, Eustis Street shall be converted to a continuous two-way street. The City's adopted Transportation Map #10, Year 2035 Roadway Number of Lanes, shall be amended to reflect the planned two-way conversion.~~

Policy TRA 2.2.9: Bates Avenue Connection

To improve circulation within Downtown Eustis and provide a continuous east-west roadway alternative to Orange Avenue, the City shall plan for ~~the~~ a roadway connection for Bates Avenue between Prescott Street and Grove

Street. The City's adopted Transportation Map #10, Year ~~2035~~ 2046 Roadway Number of Lanes, shall be amended to reflect the planned reconnection of Bates Street as a two-lane roadway.

Policy TRA 2.2.10: Sidewalk Connectivity

The City shall continue to work to complete the network of sidewalks along all streets within the Urban Development Pattern, as part of construction of new streets as well as retrofitting of existing streets.

Policy TRA 2.2.11: Pedestrian-Oriented Development Design

The City shall continue to enforce provisions in the City's ~~Land Development Regulations~~LDR that require new developments in the Urban Development Pattern~~s~~ to support the highest levels of pedestrian access and mobility. These provisions include standards related to street connectivity, the design of "complete streets," ~~,~~ and pedestrian-oriented building and site design.

OBJECTIVE TRA 2.3: ENCOURAGING URBAN TRANSIT USE

To ~~establish and enforce policies, standards, and regulations that~~ promote transit use within the Urban Development Pattern.

Policy TRA 2.3.1: Transit-Oriented Density, Diversity, and Design

The City shall enforce provisions in the Future Land Use Element and the City's Land Development Regulations that encourage development patterns, densities, design, and a mix of uses in the Urban Development Pattern that will support expanded mass transit service in the future.

Policy TRA 2.3.2: Transit in Urban Development Pattern

The City shall work with the County, the MPO, and other regional and state agencies to increase transit service within the Urban Development Pattern, ~~in particular~~ encouraging the location of transit stops within the City's Urban Centers and along Urban Corridors.

Policy TRA 2.3.3: Site Design Standards coordinated with Mass Transit and Bicycle/Trail Systems

To encourage the use of transit in the Urban Development Pattern, the City shall encourage site and building design for infill and redevelopment projects to be coordinated with transit routes and stops, and bicycle and trail systems. Standards may include, but not be limited to, pedestrian access to transit stops, transit vehicle access to buildings, bus pull-offs, transfer centers, shelters, and bicycle parking facilities.

OBJECTIVE TRA 2.5: URBAN DEVELOPMENT PATTERN PERFORMANCE STANDARDS

To establish and ~~utilize~~ use performance standards for the provision and operation of a multi-modal transportation system (including pedestrian and bicycle facilities, mass transit and paratransit services, the City Road System and the portion of the County Road and State Highway

Systems within the City). The performance standards will measure progress toward achieving the multi-modal mobility goals within the Urban Development Pattern.

Policy TRA 2.5.1: Site and Building Design

~~The character of the built environment that frames a street contributes greatly to its walkability. Because of this, the~~The City shall ensure that ~~at the minimum,~~ future development within the Urban Development Pattern shall conform to the Urban Development Pattern intent and performance standards described in the City's ~~Land Development Regulations~~LDR. These shall include but not are not limited to standards that regulate urban building lot types, building envelope standards, building height, parking provisions, setbacks and frontage, urban public space, urban landscape, and general building design standards. The general building design standards include requirements related to public entrance locations, building orientation, building mass and scale, building façade treatments, storefront character, location of pedestrian access and walkways to buildings, among others.

Policy TRA 2.5.2: Sidewalks

The City shall ensure through its ~~Land Development Regulations~~LDR that within the Urban Development Pattern, continuous sidewalks of at least five feet in width are provided on both sides of all public and private streets to the greatest extent practicable.

Policy TRA 2.5.3: Intersection Design

The City shall work to ensure that all signalized intersections within the Urban Development Pattern have a protected signal phase for pedestrians on all legs of the intersection. In addition, all signalized intersections shall have striped crosswalks or other crosswalk treatments that would enhance the comfort and safety of pedestrians crossing a street. Crosswalk treatments shall ~~be in compliance with~~follow requirements of the Manual on Uniform Traffic Control Devices (MUTCD).

Policy TRA 2.5.4: Americans with Disabilities Act (ADA)

The City shall work to ensure that all streets within the Urban Development Pattern conform with the requirements of the ADA, including the provision of handicapped accessibility ramps and provision of handicapped accessible routes from the street to major public entrances of buildings.

Policy TRA 2.5.5: Block Size and Block Configuration

As prescribed in the City's ~~Land Development Regulations~~LDR, blocks within the Urban Development Pattern shall be laid out within an interconnected network of streets. Blocks will be laid out with consideration of natural and environmental features and incorporating these features as an amenity to a development, where protection is required by environmental regulations.

Policy TRA 2.5.6: Roadway Speeds

To facilitate safe pedestrian movement, the City shall ensure that all City-maintained streets within the Urban Centers and ~~the~~ Urban Neighborhoods have a posted speed limit of 25 mph or less.

Policy TRA 2.5.7: Complete Streets

The City shall ensure that all new "A" streets within the Urban Development Pattern as identified in the ~~Land Development Regulations~~LDR shall be designed to accommodate pedestrian and bicycle travel. Street section elements shall include sidewalks, on-street parking, planters, travel lanes, and bicycle lanes, as appropriate. The Street Types outlined in the ~~Land Development Regulations~~LDR ~~can~~ may serve as a guide for developing new streets within the Urban Development Pattern.

Policy TRA 2.5.8: Trees and Street Furnishings

Based on the recommendations of the Downtown Plan and the East CRA Plan, the City shall work to ensure that all new and existing "A" streets within Urban Centers and Urban Corridors as defined by the ~~Land Development Regulations~~LDR have basic street furnishings and streetscape amenities, including street trees, pedestrian-scale lighting, seating, and bus stop shelters (where appropriate). The arrangement, location, and type of street trees shall be regulated by provisions within the City's ~~Land Development Regulations~~LDR.

Policy TRA 2.5.9: Downtown Wayfinding

To improve circulation for all users, the City shall implement the recommendations of the 2008 Wayfinding Plan developed for Downtown Eustis.

Policy TRA 2.5.10: Pedestrian Destinations

Through implementation of the policies in the Future Land Use Element, the City shall work to ensure that community-serving destinations are accessible to residents within the Urban Development Pattern. These uses may include retail uses, civic and institutional uses, or one of the park space types referenced in the ~~Land Development Regulations~~LDR.

Policy TRA 2.5.11: Bicycle Lanes and Multi-use Trails

As part of the implementation ~~development~~ of the 2011 Citywide Bicycle and Pedestrian Master Plan, the City shall work to provide bicycle lanes or multi-use trails accessible to residents within the Urban Development Pattern.

Policy TRA 2.5.12: Connection to Recreational Amenities

The City shall ensure that all public recreational amenities such as parks, regional trails, and the Lake Eustis waterfront can be accessed from the Urban Centers via direct pedestrian connection.

Policy TRA 2.5.13: Bicycle Parking

The City shall ensure that bicycle parking is required for all new development projects that will be accessed by the public within the Urban Development Pattern. The number of bicycle parking spaces required shall conform to the standards listed in the City's ~~Land Development Regulations~~LDR.

Policy TRA 2.5.14: Transit Stops and Transit Shelters

The City shall work with Lake County to ensure that transit stops within Urban Centers and major destinations (hospitals, employment centers, shopping centers and schools) have, as much as feasible, shelters for transit users that would include bus route/schedule signs, seating, shelter from the elements, and be ADA compliant when required by law.

Policy TRA 2.5.15: Transit Service Headways

The City shall work with Lake County to improve transit service within the Urban Development Pattern during peak periods.

Policy TRA 2.5.16: Transit Service Accessibility

The City shall work with Lake County to improve transit service to ensure that all residents within the Urban Development Pattern have access to fixed-route transit service.

Policy TRA 2.5.17: Transit Service Span

The City shall work with Lake County to expand hours of operation for transit routes serving the City.

Policy TRA 2.5.18: Transit Serving Major Destinations

The City shall work with Lake County to ensure that major public gathering venues and destinations are served by a local transit route. These include hospitals, employment centers, shopping centers, and schools.

GOAL TRA 3: SUBURBAN DEVELOPMENT PATTERN

Enhance the livability and viability of neighborhoods and existing commercial corridors as described in the Suburban Development Pattern Area (in FLU Policy 1.2.4~~Appendix~~) through transportation policies and infrastructure investments that discourage urban sprawl and:

- **Balance vehicular mobility with the needs for pedestrian, bicycle and mass transit mobility**
- **Preserve and protect existing viable neighborhoods and subdivisions;**
- **Support the land use goals for the district.**

OBJECTIVE TRA 3.1: SUBURBAN LAND USE AND TRANSPORTATION COORDINATION

To ~~establish and enforce land use, design and transportation policies, standards and regulations that~~ align the existing and future transportation infrastructure to support the residential and non-residential uses in distinct patterns arranged in centers, districts, and corridors, as called for in the Suburban Development Pattern.

Policy TRA 3.1.1: Suburban Centers

The City shall continue to establish~~adopt~~ and enforce land use policies, standards and regulations that encourage the development of Suburban Centers where a system of streets, pedestrian walkways, and driveways support a mix of commercial, office, or multi-family residential uses and where development occurs at a density and intensity that can be feasible to support fixed-route transit.

Policy TRA 3.1.2: Suburban Corridors

The City shall continue to establish~~adopt~~ and enforce land use policies, standards, and regulations that provide for adequate ~~vehicular~~vehicle, bicycle, and pedestrian access and mobility to serve Suburban Corridors as well as the adjacent residential neighborhoods.

Policy TRA 3.1.3: Linking Neighborhoods to Shopping Areas

The City shall continue to establish~~adopt~~ and enforce land use policies, standards, and regulations that provide for multiple street connections and routing options between Suburban Neighborhoods and community-serving commercial areas within the LDR.

Policy TRA 3.1.4: Access Management

The City shall continue to establish and enforce policies, standards and regulations for the management of access points along streets within the Suburban Development Pattern, to include the consolidation of multiple driveways within a parcel, sharing of driveways among multiple parcels, and cross-access easements between properties. The implementation of the State Access Management Program and the control of access connections to the State highway system shall be consistent with Chapter 14-96 and 14-97, F.A.C. and the Florida Department of Transportation Access Management Rule and will be coordinated with the Florida Department of Transportation through the City's access permitting process.

Policy TRA 3.1.5: Promote Shared Parking

To further encourage the use of alternative transportation modes, reduce the traffic demand, and encourage a "park-once" environment, the City shall continue to establish~~adopt~~ and enforce policies, standards and regulations that encourage shared parking among different parcels, through cross-access easements and a connected network of pedestrian walkways along Suburban Corridors and in Suburban Centers.

Policy TRA 3.1.6: Criteria for Designation of New Suburban Centers

The City's establishment of new Suburban Centers shall, in part, be based on the City's approval of plans for internal circulation which include, at a minimum, integrated roadway, transit, pedestrian and bikeway systems designed to reduce demand for automobile travel.

OBJECTIVE TRA 3.2: SUBURBAN MULTI-MODAL TRANSPORTATION

To ~~establish and enforce policies, standards, and regulations that~~ promote multi-modal mobility and access throughout the Suburban Development Pattern, including travel by automobile, bicycle, walking, and transit.

Policy TRA 3.2.1: Complete Streets

The City shall continue to establish and implement policies ~~, including those standards already within the Land Development Regulations,~~ to address the design and operation of all streets within and between Suburban Centers for safe and comfortable bicycling, walking, and transit operation.

Policy TRA 3.2.2: Street Types in ~~Land Development Code~~LDR

The City shall use the Street Types outlined in the ~~Land Development Regulations~~LDR as a guidance when designing and constructing new street sections within the Suburban Development Pattern and ensure that all future streets are designed holistically, considering the pavement, curbing, bicycle facilities, sidewalks, lighting, signs, front yard setbacks, and building facades.

Policy TRA 3.2.3: Street Connectivity

As called for in the City's East CRA Master Plan, the City shall work to restore local street network segments and construct new street connections within the Suburban Development Pattern, as feasible. In particular, the City shall achieve these street connections through development impact mitigation and as part of capital improvement projects.

Policy TRA 3.2.4: Sidewalk Connectivity

The City shall work to complete the network of sidewalks along all streets within the Suburban Centers, as part of construction of new streets as well as retrofitting of existing streets.

OBJECTIVE TRA 3.3: SUBURBAN DEVELOPMENT PATTERN PERFORMANCE STANDARDS

To establish and ~~utilize~~ use performance standards for the provision and operation of a multi-modal transportation system (including pedestrian and bicycle facilities, mass transit and paratransit services, the City Road System and the portion of the County Road and State Highway Systems within the City). The performance standards will measure progress toward achieving the multi-~~-~~modal mobility goals within the Suburban Development Pattern.

Policy TRA 3.3.1: Site and Building Design

~~The character of the built environment that frames a street contributes greatly to its walkability. Because of this, the~~The City shall ensure that ~~at the minimum,~~ future development within the Suburban Development Pattern ~~shall~~ conforms to the intent and performance standards described in the City's ~~Land Development Regulations~~LDR. These shall include but not be limited to standards that regulate suburban building lot types, setbacks and

lot requirements, suburban public space, suburban landscape, building envelope standards, building height, and general building design standards. The general building design standards addressed in the ~~Land Development Regulations~~LDR include requirements related to public entrance locations, building orientation, building mass and scale, building façade treatments, storefront character, location of pedestrian access and walkways to buildings, among others.

Policy TRA 3.3.2: Sidewalks

The City shall work to ensure that within the Suburban Development Pattern sidewalks shall be provided on both sides for all streets within Suburban Centers and those streets within one mile of public schools, community centers, parks, and major transit stops.

Policy TRA 3.3.3: Intersection Design

The City shall work to ensure that all signalized intersections within Suburban Centers have a protected signal phase for pedestrians on all legs of the intersection. In addition, all signalized intersections shall have striped crosswalks or other crosswalk treatments that would enhance the comfort and safety of pedestrians crossing a street. Crosswalk treatments shall be in compliance with requirements of the MUTCD.

Policy TRA 3.3.4: Americans with Disabilities Act (ADA)

The City shall work to ensure that all streets within Suburban Centers conform with the requirements of the ADA, including the provision of handicapped accessibility ramps and provision of handicapped accessible routes from the street to major public entrances of buildings.

Policy TRA 3.3.5: Block Size and Block Configuration

As prescribed in the City's ~~Land Development Regulations~~LDR, blocks within the Suburban Development Pattern shall be laid out within an interconnected network of streets. Blocks will be laid out with consideration of natural and environmental features and incorporating these features as an amenity to a development, where protection is required by environmental regulations.

Policy TRA 3.3.6: Internal Streets

The City shall require a connected system of internal streets within new suburban developments larger than five acres, per the standards established by the ~~Land Development Regulations~~LDR. The internal street system shall connect to publicly accessible access roadways of adjacent developments and to the public street system.

Policy TRA 3.3.7: Internal Pedestrian Network

The City shall require all new suburban developments to provide sidewalks along streets or pedestrian paths that connect primary building entrances to one another and to the public street, adjacent trails, transit stops, parking areas, and to publicly accessible pedestrian walkways of adjacent

development.

Policy TRA 3.3.8: Suburban Landscape Standards and Streetscaping

The City shall require new suburban developments to conform to the suburban landscape requirements called for by the City's ~~Land Development Regulations~~LDR, specifically requirements related to the landscape buffers along streets in the Suburban Development Pattern.

Policy TRA 3.3.9: Bicycle Lanes and Multi-use Trails

As part of the implementation~~development~~ of the 2011 Citywide Bicycle and Pedestrian Master Plan, the City shall work to ensure that bicycle lanes or multi-use trails are accessible to residents within the Suburban Development Pattern.

Policy TRA 3.3.10: Connection to Recreational Amenities

The City shall work to ensure that all public recreational amenities such as parks, regional trails, and community facilities within the Suburban Development Pattern can be accessed from the Suburban Centers through pedestrian, bicycle, or transit connections.

Policy TRA 3.3.11: Bicycle Parking

The City shall ensure that bicycle parking is required for all new development projects that will be accessed by the public within the Suburban Centers. The number of bicycle parking spaces required shall conform to the standards listed in the City's ~~Land Development Regulations~~LDR.

Policy TRA 3.3.12: Transit Stops and Transit Shelters

The City shall work with Lake County to ensure that transit stops at major destinations (hospitals, employment centers, shopping centers, and schools) shall have, as feasible, shelters for transit users that would include bus route/schedule signs, bench, shelter from the elements, and be ADA compliant where required by law.

Policy TRA 3.3.13: Transit Service Headways

The City shall work with Lake County to improve transit service headways during peak periods at Suburban Centers.

Policy TRA 3.3.14: Transit Service Accessibility

The City shall work with Lake County to improve transit service to ensure that all residents within the Suburban Development Pattern have access to fixed-route transit service.

Policy TRA 3.3.15: Transit Service Span

The City shall work with Lake County to expand hours of operation for transit routes serving the City.

Policy TRA 3.3.16: Transit Serving Major Destinations

The City shall work with Lake County to ensure that all major public gathering venues and destinations are served by a local transit route. These include hospitals, employment centers, shopping centers, and schools.

GOAL TRA 4: RURAL DEVELOPMENT PATTERN

Manage the transportation system for the rural areas of the City as described in the Rural Development Pattern Area through transportation policies and infrastructure investments that:

- **Address vehicular circulation in a manner that preserves and enhances the rural character;**
- **Allow for safe pedestrian and bicycle circulation in accordance with the rural character;**
- **Value and preserve open spaces, agricultural areas, and scenic view sheds; and**
- **Support the land use goals for the district.**

OBJECTIVE TRA 4.1: RURAL LAND USE AND TRANSPORTATION COORDINATION

To ~~establish and enforce land use, design and transportation policies, standards and regulations that~~ align ~~the~~ existing and future transportation infrastructure to support clustered residential development that allows for preservation of open space and the rural natural environment, as called for in the Rural Development Pattern.

Policy TRA 4.1.1: Rural Centers

The City shall continue to establish~~adopt~~ and enforce land use policies, standards, and regulations that encourage the development of Rural Centers where a system of streets and pedestrian walkways support neighborhood-serving clusters of commercial uses integrated with other uses that may include office, residential, or open space.

Policy TRA 4.1.2: Rural Corridors

The City shall continue to establish~~adopt~~ and enforce land use policies, standards, and regulations that encourage new developments to occur in a pattern and intensity that respects and preserves the scenic views and character of a rural corridor.

Policy TRA 4.1.3: Multi-Modal Connectivity Between Development Phases

The City shall ensure that the street and trail layouts of subsequent phases of residential subdivision developments are coordinated with previous phases to ensure multi-modal connectivity.

Policy TRA 4.1.4: Open Space and Street Connectivity

The City shall ensure that residential subdivision developments delineate and preserve open space areas that are connected to the maximum extent practicable. The City shall uphold the principle that open space is still considered connected even if separated by a transportation facility that is necessary for overall area street connectivity.

OBJECTIVE TRA 4.2: RURAL TRANSPORTATION AND ENVIRONMENTAL QUALITY

To ~~establish policies, standards and regulations that support the City's desire to~~ maintain environmental sustainability, conserve energy and natural resources, discourage urban sprawl, and to improve the aesthetic quality of the community through the implementation of the following policies.

Policy TRA 4.2.1: Aesthetics and Visual Appearance of Transportation Facilities

The City shall promote the aesthetic and visual enhancement of roadways through the standards and in the City's ~~Land Development Regulations~~LDR. Existing scenic and canopy roadways shall be protected by restricting construction activity within rights-of-way to ensure preservation of canopy trees and vegetation.

Policy TRA 4.2.2: Public Access to Natural Features

The City shall ensure that to the maximum extent practicable, natural features, scenic vistas, and open space that are adjacent to, or part of residential subdivision developments shall be accessible to the public through streets or multi-use trails. The City shall undertake corrective action if the quality of natural features is degraded due to public access.

Policy TRA 4.2.3: Cluster Development

The City shall enforce policies, standards, and regulations that promote the clustering of development to preserve natural features, open space, and the rural character within the Rural Development Pattern.

OBJECTIVE TRA 4.3: RURAL DEVELOPMENT PATTERN PERFORMANCE STANDARDS

To establish and ~~utilize~~ use performance standards for the provision and operation of a multi-modal transportation system (including pedestrian and bicycle facilities, mass transit and paratransit services, the City Road System and the portion of the County Road and State Highway Systems within the City). The performance standards will measure progress toward achieving the multi-~~-~~modal mobility goals within the Rural Development Pattern.

Policy TRA 4.3.1: Site and Building Design

~~The character of the built environment that frames a street contributes greatly to its walkability. Because of this, the~~The City shall ensure that future development within the Rural Development Pattern ~~shall~~ conforms to the intent and performance standards described in the City's ~~Land Development Regulations~~LDR. These shall include but not be limited to standards that regulate rural building lot types, setbacks and lot requirements, buffer requirements, rural public space, building envelope standards, building height, and general building design standards.

Policy TRA 4.3.2: Sidewalks

The City shall work to ensure that within ~~the~~ Rural Centers sidewalks shall be provided on at least one side for all streets connecting to public schools,

community centers, parks, and transit stops.

Policy TRA 4.3.3: Intersection Design

The City shall work to ensure that all signalized intersections within Rural Centers have a protected signal phase for pedestrians on all legs of the intersection. In addition, all signalized intersections shall have striped crosswalks or other crosswalk treatments that would enhance the comfort and safety of pedestrians crossing a street. Crosswalk treatments shall be in compliance with requirements of the MUTCD.

Policy TRA 4.3.4: Americans with Disabilities Act (ADA)

The City shall work to ensure that all streets within Rural Centers conform with the requirements of the ADA, including the provision of handicapped accessibility ramps and provision of handicapped accessible routes from the street to major public entrances of buildings.

Policy TRA 4.3.5: Street Types in ~~Land Development Code~~LDR

The City shall use the Street Types outlined in the ~~Land Development Regulations~~LDR as guidance when designing and constructing new street sections within the Rural Development Pattern.

Policy TRA 4.3.6: Transit in Rural Centers

The City shall work with Lake County to ensure that fixed-route transit service is provided to Rural Centers as they are developed.

Policy TRA 4.3.7: Transit Stops

The City shall work with Lake County to ensure that transit stops are provided for all routes that serve Rural Centers.

~~EXHIBIT E~~

HOUSING ELEMENT

~~GOALS OBJECTIVES AND POLICIES~~

GOAL HSG 1: SAFE AFFORDABLE SANITARY HOUSING

Promote safe, sanitary, and affordable housing to meet current and projected future needs.

OBJECTIVE: HSG 1.1: ADEQUATE AND AFFORDABLE HOUSING

To provide sufficient land and incentives and take other actions necessary to accommodate and facilitate construction of housing to meet projected demand and to accommodate the needs of the various household types and income groups characteristic of the Ce~~e~~ity and planning area.

Policy HSG 1.1.1: Future Land Use

The City shall maintain land use classifications and density criteria to accommodate the varying housing needs of the community, as provided for in the Future Land Use Element ~~Appendix~~.

Policy HSG 1.1.2: Land Development Regulations

The City shall continue to rely upon its ~~Land Development Regulations~~LDR to promote compact growth and preservation of open space.

Policy HSG 1.1.3: Future Permit Placement

The City shall continue to permit placement in residential districts of residential units manufactured off site which otherwise meet all applicable building codes and federal and state regulations and standards, provided that:

a. All such housing is attached to foundations as in the case of conventional site-built construction and

a. All such housing otherwise meets lot, yard, and related requirements for the residential classification as set forth in the ~~Land Development Regulations~~LDR.

Policy HSG 1.1.4: Energy Efficiency

The City shall encourage construction methods, materials, and appliances that minimize energy and water consumption, limit or eliminate the use of toxic materials and reduce waste in housing construction to help reduce the overall cost of home maintenance and operation. The City shall participate in green residential programs which may include:

- Retrofit for Energy and Environmental Performance program (REEP)
- State Energy and Environment Development program (SEED)
- Federal Weatherization Assistance Program
- Multifamily Housing Energy Efficiency Grant Program
- Leadership in Energy Efficient Design (LEED)
- Energy Star

- Water Star

OBJECTIVE HSG 1.2: SUBSTANDARD HOUSING
To eliminate substandard housing within the City while providing relocation assistance to displaced persons.

Policy HSG 1.2.1: Code Enforcement
The City shall continue to carry out systematic code enforcement activities to condemn and clear substandard structures which are beyond reasonable rehabilitation, based on the provisions of City Ordinances dealing with unsafe structures and minimum conditions for habitation.

Policy HSG 1.2.2: City Code Enforcement Displaced Residents
Where residents are displaced by Ce~~c~~ity code enforcement activities or other local public actions, the City shall assist residents as follows in seeking standard housing in the community:

a. Provide adequate notification of public action to owners and occupants;
b. Maintain an inventory of available assisted and affordable market rate housing and housing providers in the community and advise displaced occupants of same; and
c. ~~Utilize~~ Use the services of the Eustis Housing Authority, as needed, to help qualify applicants for available housing in the community.

OBJECTIVE HSG 1.3: DISADVANTAGED POPULATIONS
To provide housing opportunities commensurate with identified needs and available resources for individuals and families having physical, economic or other limitations or who require assistance, care, or supervision through the following policies and implementing regulations and programs.

Policy HSG 1.3.1: Permit Group Homes and Foster Care Facilities
The City shall continue to permit group homes and foster care facilities in residential areas, and through the ~~Land Development Regulations~~LDR, provide minimum standards designed to limit impacts to other residential uses, including those with respect to:

a. Spacing between similar uses as allowed by statute or common practice;
b. Signs;
c. Off-street parking; and
d. Buffering of adjacent residential uses.

Policy HSG 1.3.2: High Density Residential Development
The City shall continue to allow higher density residential development as one way to reduce per-unit costs.

Policy HSG 1.3.3: Extremely Low, Low and Moderate Income Housing Funding
The City shall continue to pursue, directly or through

the Eustis Housing Authority and/or agencies of Lake County, available federal and state funds to help meet the projected housing needs of extremely low-, low-, and moderate-income families and elderly households, and permit participation by the city in partnership arrangements with private and non-profit housing providers, including the following programs or their successors:

a. SAIL;
b. ~~Section 8~~Housing Choice Voucher Program;
c. Rental Rehabilitation with habitat for Humanity and the Lake County Action Agency;
d. Weatherization Assistance Program; ~~and~~
e. Section 202, Supportive Housing for the Elderly;~~.~~
f. Community Development Block Grants
~~g. HOPE VI~~

OBJECTIVE HSG 1.4: NEIGHBORHOOD ENVIRONMENT

To take actions to conserve and rehabilitate standard and deteriorating housing in the community and to improve living conditions in residential neighborhoods.

Policy HSG 1.4.1: Repair and Upgrade Funding

The City shall monitor, apply for, and ~~utilize~~ use available federal and state funding programs to repair and upgrade residential properties to meet minimum applicable construction and sanitary standards.

Policy HSG 1.4.2: Housing Conservation

The City shall consult with federal and state housing agencies to help refine and apply principles and criteria for local housing conservation, code enforcement, and rehabilitation activities, such criteria to consider cost of repair versus economic value and health and safety issues, among others.

OBJECTIVE HSG 1.5: HISTORIC HOUSING

To preserve historically significant housing in the community.

Policy HSG 1.5.1: Maintain Historic Character

The City shall maintain or improve the character of designated historic properties and areas by means of economic incentives or disincentives which:

a. Selectively allow non-residential use of existing residential structures, such as provided for in the RT designation in the Future Land Use Element;
b. Limit building conversions which would alter the character of the property;
c. Promote infill construction compatible with adjacent properties or the area in general;
d. Limit or regulate off-street parking to be compatible with adjacent

properties or the area in general.

OBJECTIVE HSG 1.6: HOUSING IMPLEMENTATION
To pursue available means, including federal and state grants and its local regulatory authority to implement housing needs and activities.

Policy HSG 1.6.1: Nonprofit Technical Assistance

The Cc~~c~~ity shall provide technical assistance to private, nonprofit, and other entities wishing to participate in meeting local housing needs, such assistance being related to applications for funds, development permitting, and/or use of Eustis Housing Authority resources and procedures to qualify residents.

Policy HSG 1.6.2: Affordable Housing

The Cc~~c~~ity shall facilitate provision of infill and affordable housing by making a percentage of the City-owned residential parcels available for residential construction and utilization to Habitat for Humanity and similar not for profit organizations at no cost and to private parties at minimal cost.

OBJECTIVE HSG 1.7: RELOCATION
To provide for the relocation of residents when City actions, such as the acquisition and clearance of property for construction of public facilities, result in the displacement of residents.

Policy HSG 1.7.1: Involuntary Relocation

The City shall minimize involuntary relocation by the removal of only those units which satisfy one or more of the following criteria:

a. The structure is ~~A~~an imminent health or safety threat to occupants;
b. The structure is ~~V~~vacant; and
c. Estimated repairs to the structure are ~~B~~beyond the reasonable cost of rehabilitation.

Policy HSG 1.7.2: Displacement Compensation

The City shall compensate owners and occupants according to applicable state requirements and, prior to displacement, assist occupants in seeking standard housing in the community in the manner provided in Policy HSG 1.2.2 of this element.

INFRASTRUCTURE ELEMENT
~~**GOALS, OBJECTIVES AND POLICIES**~~

GOAL PWS 1: POTABLE WATER, SANITARY SEWER AND RECLAIMED WATER
Provide adequate and environmentally acceptable means for the provision of potable water, sanitary sewer, and reclaimed water.

OBJECTIVE PWS 1.1: POTABLE WATER, SEWER AND RECLAIMED WATER SYSTEMS LEVEL OF SERVICE
To improve and maintain public water, sewer, and reclaimed water systems to provide adequate levels of services to existing and future development in accordance with the Five-Year Capital Improvements Program (CIP) and consistent with the Future Land Use and Conservation Elements.

Policy PWS 1.1.1: Potable Water Level of Service

The City herein adopts minimum level of service (LOS) standards for public water supply and treatment which conform to all applicable state and county environmental health standards and regulations, including those required by Rule 62-555, FAC, and encourage conservation of water~~, and which also provide the following:~~. The adopted LOS for potable water is as follows:

~~a. Minimum average daily flow (ADF) shall include the following detailed standards:~~

Main Service Area	99 gpcd
Heathrow Service Area	150 gpcd
Eastern Service Area	151 gpcd

~~Central Service 124 gpcd 2010 through 2020~~
~~Area 112 gpcd by 2025~~
~~99 gpcd by 2029~~
~~Heathrow Service 402 gpcd 2010~~
~~Area 154 gpcd by 2015~~
~~150 gpcd by 2020 and thereafter~~
~~Eastern Service 144 gpcd 2010~~
~~Area 150 gpcd by 2015~~
~~151 cd by 2020 and thereafter~~

~~b. Maximum day instantaneous demand – 1.0 gallons per minute per single-family unit and 0.7 gallons per minute per unit for multi-family dwellings and mobile homes; and~~

~~c.~~a. ~~Fire flows – minimum of 600 gallons per minute in single family residential areas and 1,500 gallons per minute in multi-family and nonresidential areas at a residual pressure of 20 pounds per~~

~~square inch.~~

Policy PWS 1.1.2: Sanitary Sewer Level of Service

The City herein adopts minimum ~~level of service (~~LOS~~)~~ standards for sewage collection and treatment which conform to all applicable state and county environmental health standards and regulations, including those required by Rules 62-600, 62-610, and 62-640, FAC and which also provide an ~~the following:~~

~~a.~~ ~~A~~average daily flow (ADF) of~~=~~ 250 gallons per household per day for residential use and 2,000 gallons per acre per day for nonresidential use~~. and~~

~~b. Maximum and minimum total flow – a minimum of 2.0 up to a maximum of 4.0 times cumulative ADF.~~

Policy PWS 1.1.3: Reclaimed Water Level of Service

The City herein adopts minimum ~~level of service (~~LOS~~)~~ standards for reclaimed transmission systems and treatment which conform to all applicable state and county environmental health standards and regulations including those required by Rule 62-610, FAC. And in accordance with the currently approved Consumptive Use Permit (CUP~~)~~ #2634~~)~~ with the Saint Johns River Water Management District (SJRWMD), the City shall maintain the ability to supply a minimum of ~~410,000~~500,000 gpd of reclaimed water for residential irrigation and other non-potable uses.

Policy PWS 1.1.4: Level of Service Requirement

All improvements for the replacement, expansion, or increase in capacity for water, sewer and reclaimed water systems shall ~~be compatible with~~maintain the adopted LOS standard for that system.

~~**Policy PWS 1.1.5: City Regulatory Authority**~~

~~The City has the authority to adopt procedures and regulations with respect to the following matters, which procedures and regulations shall become effective upon a resolution approving such procedures and regulations being adopted by the City Commission, with the acknowledgement that the St. Johns River Water Management District is the exclusive authority in regard to regulating consumptive uses of water (including reclaimed water) under Chapter 373, Florida Statutes:~~

~~a. Application procedures, forms and requirements, and allowable uses other than irrigation. All uses must be in accordance with applicable FDEP regulations;~~

~~b. Installation requirements, including specification of acceptable~~

~~materials, devices and regulations to prevent backflow or cross connections with other systems;~~

~~c. Procedures for enforcement of the ordinances and regulations pertaining to public water systems, including procedures for inspection of the customer's system;~~

~~d. Procedures for the orderly expansion of the City's water systems; and~~

~~e.~~a. ~~Procedures and regulations for the efficient operation of the water systems, with the acknowledgement that the St. Johns River Water Management District is the exclusive authority in regard to regulating consumptive uses of water under Chapter 373, Florida Statutes.~~

Policy PWS 1.1.5: Availability of Facilities and Services

The City shall review the availability of facilities and services to serve proposed developments as part of its development review process. Availability of facilities and services shall be in conformance with the concurrency and level of service provisions found in this Plan, and shall be available no later than the date on which the local government anticipates issuing a certificate of occupancy or its functional equivalent.

Policy PWS 1.1.6: Extension of Water, Sewer and Reclaimed Water Service

The City shall base decisions regarding the extension of water, sewer and reclaimed water services into areas not having service, including those outside present corporate limits, on the following factors:

a. Whether the service constitutes a logical extension of the City's existing urban services;
b. The extent of service costs financed by developers and users;
c. Public health or environmental protection benefits;
d. Whether the City of Eustis is the reasonable source of the requested service; and
e. If the City's system can accommodate the external demand without loss of level of service to existing users.

Policy PWS 1.1.7: Direction of Future Development

The City shall direct development to areas which can be efficiently served by public water, sewer, and reclaimed systems in conformance with Policy FLU 1.2.3 and Policy FLU 5.2.1 in the Future Land Use Element and in accordance with the criteria listed in Policy PWS 1.1.6 of this element.

OBJECTIVE PWS 1.2: TEN-YEAR WATER SUPPLY FACILITIES WORK PLAN

To improve and maintain public water systems to provide adequate services to existing and future development in accordance with the Five-Year ~~Capital Improvements Program (~~CIP~~)~~ and consistent with the ~~St. Johns River Water Management District (~~SJRWMD~~)~~ regional water

supply plans, the City's Ten-Year Water Facilities Work Plan, and with the City's Future Land Use Element.

Policy PWS 1.2.1: Ten-Year Water Supply Facilities Work Plan

The City hereby adopts the ~~2010~~ April 12, 2024 Ten Year Water Supply Facilities Work Plan Update as provided in the Infrastructure Appendix and will implement the reclaimed supply, storage and distribution projects in accordance with the schedule provided in the plan.

Policy PWS 1.2.2: Water Management District Coordination

The City shall coordinate with the ~~St. Johns River Water Management District~~SJRWMD regarding the current Regional Water Supply Plan, and provide five- year updates for the Ten-Year Water Supply Facilities Work Plan within one year of the District's regional water supply plan update.

Policy PWS 1.2.3: Water Supply Project Selection

Based on an evaluation of the following criteria~~: imparting a minimal impact to spring and wetland flows/levels; feasibility of cost and operability; and the availability of the water supply resource considering allocations provided to other neighboring utilities/governments~~, the City will expand its reclaimed water system as its preferred alternative water supply source: imparting a minimal impact to spring and wetland flows/levels; feasibility of cost and operability; and the availability of the water supply resource considering allocations provided to other neighboring utilities/governments. ~~The City will also continue to explore the feasibility of obtaining water supply through the St. John's River near Yankee Lake Project and the Coquina Coast desalination project.~~In addition, the City shall implement feasible Central Springs East Coast Regional Water Supply Plan and Consumptive Use Permit projects as needed to meet current and future water demands.

Policy PWS 1.2.4: Capital Improvements Plan

The City shall ensure that all facilities identified as being needed in the first five years of Ten-Year Water Supply Facilities Work Plan planning period be adopted as a revision to the City's Five-Year ~~Capital Improvements Plan (~~CIP~~)~~.

Policy PWS 1.2.5: Master Water Plan

The City shall update the master water plan~~s~~ every five years to identify problems, define needs, establish priorities for systems improvement and expansion, and coordinate city water supply plans with SJRWMD and regional water supply planning efforts.

Policy PWS 1.2.6 Interlocal Agreements

The City shall continue to coordinate with Lake County and other

municipalities in water supply planning and shall observe, support and uphold the requirements of the interlocal agreements with Lake County, Mount Dora, and other relevant entities for the efficient planning of water resources and services.

OBJECTIVE PWS 1.3: MANAGE POTABLE WATER SYSTEM CAPACITY

To take ~~actions that~~ maximize current and future potable water system capacities through effective growth management and capacity conservation regulations and practices, and to alleviate existing deficiencies in the provision of potable water services.

Policy PWS 1.3.1: Annual Renewal and Replacement Program

The City shall continue implementation of the annual renewal and replacement program for system improvements to address water pressure problems and other deficiencies identified in the Ten-Year Water Facilities Work Plan.

Policy PWS 1.3.2: Recommitting of Funding

The City shall, each year, recommit the existing funding source for the renewal and replacement program.

Policy PWS 1.3.3: Water Conservation Programs Coordination

The City shall cooperate with the SJRWMD in implementing educational and regulatory programs related to water conservation, including enforcement of periodic water consumption restrictions.

Policy PWS 1.3.4: Water Consumption Review

The City shall review local water consumption trends no less frequently than biannually and, as needed, adjust the City's water use rate structure accordingly to fund water and reclaimed water projects in accordance with the Ce~~i~~ity's Five-Year CIP, the City's Ten-Year Water Supply Facilities Work Plan and as necessary to maintain per capita consumption at acceptable levels that support water conservation objectives, established levels of water conservation and to maintain CUP compliance.

Policy PWS 1.3.5: Low Flow Fixtures

The City's building code shall continue to require the installation of low volume plumbing fixtures in new and renovated buildings~~, consistent with requirements of the State Water Conservation Act (Chapter 553.14, FS)~~.

Policy PWS 1.3.6: Leak Detection and Correction Program

The City shall continue to perform/implement the leak detection and correction program for the Ce~~i~~ity's water system and schedule needed improvements through the annually updated Five-Year CIP.

Policy PWS 1.3.7: Un-Metered Water Use

The City shall continue to document all un-metered water use such as fire fighting, sewer cleaning, main flushing, street cleaning, and construction use. Additionally, the City will continue to require water meters for all schools, municipal buildings, and municipal irrigation systems.

OBJECTIVE PWS 1.4: SANITARY SEWER SYSTEM PLANNING

To ~~take actions that~~ maximize current and future sanitary sewer system capacities through effective growth management and capacity conservation regulations and practices, and to alleviate existing deficiencies in the provision of services.

Policy PWS 1.4.1: Review of Existing Systems

The City shall review ~~pre-existing~~ plans and performance data for the existing sewer systems and identify deficiencies, priorities, and improvement costs.

Policy PWS 1.4.2: Annual Renewal and Replacement Program

The City shall continue implementation of the annual renewal and replacement program for system improvements to address identified deficiencies.

Policy PWS 1.4.3: Infiltration and Inflow Maintenance

The City shall correct any remaining infiltration and inflow problems or other conditions which may compromise the capacity of the existing sewer system through the renewal and replacement program referenced in Policy
1.4.2 of this element.

Policy PWS 1.4.4: Recommitting of Funding

The City shall, each year, recommit the existing funding source for this renewal and replacement program.

Policy PWS 1.4.5: Capacity Reservation Program

The City shall maintain the sewer capacity reservation program as part of the development approval process to discourage long-term holding of and speculation in land.

Policy PWS 1.4.6: Master Sewer System Plan Updates

The City shall update the ~~e~~City's master sewer system plans at least every five years to identify problems, define needs, and establish priorities for system improvement and expansion.

Policy PWS 1.4.7: Septic Systems

The City shall regulate the use of septic systems for on-site waste disposal as follows:

a. On-site subsurface waste disposal methods may be used only where permittable by state and local agencies having jurisdiction under Florida Statute, including the authority provided by Rule 64E- 6, FAC or where public sewer service is unavailable and is not included in the five-year Capital Improvements Program at the time of application;
b. Where public sewer service is planned in the five-year program, stub-outs will be required for all developments having gross residential densities of 1.5 dwelling units per acre or higher and individual lots of 25,000 square feet or smaller;
c. No on-site subsurface waste disposal is permitted in areas having the soil types listed below, except for existing lots-of-record of not less than 25,000 square feet and provided that the on-site disposal method is permittable by state and local agencies sharing jurisdiction under Florida Statute.

(1) Anclote
(2) Manatee
(3) Iberia
(4) Felda
(5) Oklawaha
(6) Placid
(7) Pelham
(8) Ocoee
(9) Pompano
(10) Iberia and Manatee
(11) Anclote and Myakka
(12) Swamp
(13) Placid and Myakka
(14) Emeralda
(15) Myakka and Placid
(16) Fellowship
(17) Brighton
(18) Montverde

Policy PWS 1.4.8: Septic Tank Use Study

As part of the City's efforts to protect the Wekiva Study Aarea, the City shall continue to coordinate with the Florida Department of ~~Community Affairs~~Commerce, the SJRWMD, FDEP, the Department of Health, and Lake County regarding the results of the Septic Tank Study adopted by the City in December 2009.

Policy PWS 1.4.9: Wastewater Effluent

At all times, the spreading of sludge, reuse thereof, and spraying of effluent from wastewater treatment systems operated by or in the City of Eustis or its planning area shall comply fully with all applicable

state and county standards and procedures.

OBJECTIVE PWS 1.5: RECLAIMED WATER SYSTEMS

To minimize the use of potable water from groundwater resources by taking actions to maximize reclaimed water resources through the continued application of existing conservation regulations and practices as provided for in the policies listed below, with the acknowledgement that the ~~St. Johns River Water Management District~~SJRWMD is the exclusive authority in regard to regulating consumptive uses of water under Chapter 373, Florida Statutes.

Policy PWS 1.5.1: Reclaimed Water System Efficiency

The City shall continue to enforce regulations related to the efficient operation of the reclaimed water system ~~or~~ and for the health or safety of the general public or the customer, regarding the following matters, with the acknowledgement that the ~~St. Johns River Water Management District~~SJRWMD is the exclusive authority in regard to regulating consumptive uses of water under Chapter 373, Florida Statutes:

a. The right to establish schedules to control the use of reclaimed water in order to reduce maximum pressure demands on the system and to regulate the usage of reclaimed water to balance with supply and storage availability, with the acknowledgement that the ~~St. Johns River Water Management District~~SJRWMD is the exclusive authority in regard to regulating consumptive uses of water under Chapter 373, Florida Statutes;
b. The maximum rate of use of the reclaimed water, pursuant to city water conservation code (Section 94) and ~~St. Johns River Water Management District~~SJRWMD requirements;
c. The right to inspect reclaimed water devices, facilities, and terminate service to reclaimed water system found to be in violation of any city ordinance, regulation or procedure;
d. The required use of cross connection control devices and submittal of device compliance test results: prior to connecting a user to the reclaimed water system, the public water supply shall be protected by the installation, at the users expense, of an approved cross connection control assembly;
e. The right to impose the requirement that upon being connected to the reclaimed water system, the potable water system shall not continue to be used for irrigation and shall be disconnected from the irrigation system (unless otherwise approved by the cognizant permitting agency and the C~~c~~ity);
f. The right to impose the mandatory payment of fees for the installation and usage of reclaimed water systems. Once service is connected, the user shall pay a minimum monthly charge set by resolution of the C~~c~~ity commission; and
g. The right to temporarily discontinue service to any portion of, or

the entire, reclaimed water system as deemed necessary by the City's reclaimed water system.

Policy PWS 1.5.2: Residential Use of Reclaimed Water

Reclaimed water shall not be directed or piped into any residence or building used as a dwelling unit, except for use in flushing toilets.

Policy PWS 1.5.3 Reclaimed Water Use

Where reclaimed water systems exist and capacity is available, the City shall require new development and redevelopment to use non-potable water for irrigation, and other purposes except for human consumption.

Policy PWS 1.5.4 Expansion Feasibility Study

The City shall~~, by 2012, conduct an assessment~~ continue to monitor the City's water reuse system to determine the feasibility and need for ~~the~~ expansion ~~of the City's reuse system~~ in addition to those improvements included in the Ten Year Water Supply Facilities Work Plan.

Policy PWS 1.5.5: Irrigation Meters

The City shall continue to apply adopted regulations that require the installation of separate irrigation meters for all new development irrigation systems constructed and require that the irrigation system be connect to city reclaimed water system upon reclaimed water availability.

Policy PWS 1.5.6: Reclaimed Water Usage Rates

The City shall continue to apply and evaluate the effectiveness of the newly adopted reclaimed water usage rate structure for irrigation water uses, in support of water conservation objectives.

Policy PWS 1.5.7: Reclaimed Water Consumption Review

The City shall review local reclaimed water consumption trends no less frequently than ~~yearly~~ annually to ensure that customers are compliant with stated City CUP reclaimed water consumption requirements and take appropriate measures as necessary to maintain compliance.

Policy PWS 1.5.8: Reclaimed Water Need Review

The City shall, on ~~a yearly~~an annual basis, evaluate the need to expand the reclaimed water program using recycled non-potable water sources for irrigation of public and private properties, including grey water, collected runoff, and treated effluent in support of meeting water demand needs defined in the city's Ten-Year Water Supply Facilities Work Plan projects and recommendations and those programs/projects that support the Objectives of this element.

Policy PWS 1.5.9: Florida Friendly Landscaping

The City shall continue to ensure that new developments apply City Florida Friendly Landscape Standards for all development common areas (at a minimum). The City will require that all development, including development located in the City's Eastern Water Service Area, apply the provisions of the Xeriscape Landscape Ordinance (Section 115-24) requirements for all development common areas, pursuant to City CUP requirements.

OBJECTIVE PWS 1.6: WATER CONSERVATION AND SHORTAGE PLANNING

To establish standards and procedures regarding the conservation of water in the event of a water shortage declaration by the City and/or ~~St. Johns River Water Management District (~~SJRWMD~~)~~.

Policy PWS 1.6.1: Water Shortage

The City shall continue to apply and enforce Cc~~c~~ity Water Conservation Standards pursuant to City ~~land development regulation~~LDRs (Section 94) to all users of Cc~~c~~ity potable water, Cc~~c~~ity reclaimed water, private wells, lake pumps, as well as other suppliers of water within the ~~c~~City's planning area and its Eastern Water Service Area to encourage and enforce the following provisions, with the acknowledgement that the SJRWMD is the exclusive authority in regard to regulating consumptive uses of water under Chapter 373, Florida Statutes:

a. Provide a mechanism by which the Cc~~c~~ity may declare a water shortage or water shortage emergency that is more restrictive than SJRWMD's, or at levels more restrictive than that designated by the SJRWMD when it deems it in the best interest of the City, and established water conservation goals, to preserve water and to ensure compliance with its consumptive use permits;
b. Provide a declaration that if the SJRWMD declares a Water Shortage and implements its water shortage plan, the Water Shortage Plan and all elements of the plan become effective and take precedence over the Cc~~c~~ity's water conservation code, provided that the SJRWMD implemented water shortage plan provides for a more restrictive level of water conservation than the Section 94-197 level in effect;
c. Establish levels of water conservation and use;
d. Establish the terms by which the City may accept a cash bond equal to 150 percent of the estimated cost of required landscaping shown on approved development Site Plans, if the required landscaping is not installed during established water conservation level (Level III or Level IV) conditions;
e. Establish the terms by which City of Eustis water system users may apply for a permit for excess water usage when the City has

Base Water Conservation Conditions or Level I or Level II Conservation Conditions under the following circumstances:

(1) New landscaping consisting of shrubbery, trees, lawns, grass, groundcovers, plants, vines, gardens and other such flora which have been planted less than 30 days ;

(2) Water-to-air heating and air conditioning systems and reuse or reclaimed water reuse irrigation systems conforming to this article;

(3) Bona fide agricultural uses;

(4) Watering of clay or clay-type recreational courts;

Such permits may authorize a specified amount of water which may be used for designated purposes which amount of water shall be excluded from usage calculations in determining rate enhancements;

f. Establish a variance process by which City of Eustis water system users may apply for if compliance with a stated water conservation regulation causes undue hardship; and

g. Establish the terms by which the C~~c~~ity may terminate metered (City) water service where conditions are found to be in violation of the Water Conservation codes to an extent that the City believes that continual visitations by one or more users, shall cause City to be in violation of a Consumptive Use Permit, or constitute a gross waste of water.

Policy PWS 1.6.2: Water Management District Water Shortage Plan

The City shall continue to apply and enforce C~~c~~ity Water Conservation Standards pursuant to City ~~Land Development Regulation~~LDRs (Section 94) to all users of City potable water, City reclaimed water, private wells, lake pumps, as well as other suppliers of water within the City's planning area and its Eastern Water Service Area to encourage and enforce the following established levels of water conservation, with the acknowledgement that the SJRWMD is the exclusive authority in regard to regulating consumptive uses of water under Chapter 373, Florida Statutes

Policy PWS 1.6.3: Water Shortage Rate Multipliers

The City shall apply newly adopted water conservation rate multipliers to increase residential commercial and industrial water customer rates reflective of either an "Extreme" or "Critical" (emergent) water shortage status, per SJRWMD water shortage phase guidelines and recommendations. During water shortages, the City will add rate multipliers to adjust (increase) standard water rates for residential and commercial water uses in excess of 8,000 gallons per month by 50% corresponding to "Extreme" water shortage status, and by 75% for "Critical" water shortage status, as declared by the ~~St. Johns River Water Management District~~SJRWMD.

Policy PWS 1.6.4: Water Utility Rate Structure

The City shall continue to apply its newly-adopted water and reclaimed water utility rate structure for residential and development irrigation, and commercial water uses, in support of water conservation objectives.

Policy PWS 1.6.5: Rate Structure Evaluation

The City shall continue to apply and evaluate the effectiveness of its newly adopted multi-tiered inclined water usage rate structure (conservation rate structure) for residential potable water use, residential irrigation water use, and commercial and industrial water uses, in support of water conservation objectives.

GOAL DRG 2: STORMWATER MANAGEMENT

Take ~~actions to~~ improve stormwater runoff management through natural, manmade, and regulatory means, consistent with the Conservation Element for the purpose of: improving water quality of discharges and enclosed basins; improving the recharge of stormwater into the aquifer; and encouraging stormwater reuse.

OBJECTIVE DRG 2.1: STORMWATER MANAGEMENT

To ~~take actions~~ to improve stormwater runoff management to meet local ordinances, state (FDEP/SJRWMD) regulatory requirements and federal (EPA/FDEP) National Pollutant Discharge Elimination System (NPDES) and TMDL program criteria through natural, manmade, regulatory means and best management practices (BMP~~'~~s)), consistent with the Conservation Element, the Future Land Use Element, the Ceity's EPA/FDEP NPDES Generic Permit for discharge of stormwater from P~~p~~hase II Municipal Storm Sewer Systems and the Ceity's participation/implementation of TMDL program requirements and as necessary to protect significant and severe sloped areas.

Policy DRG 2.1.1: Master Stormwater Plan

The City shall implement the recommendations of the ~~2002~~ 2014 Master Stormwater Plan ~~and the 2005 Update~~ which identifiesy stormwater runoff problems, structural and non-structural improvements needed, their priorities, and preliminary costs. The City will prioritize projects with respect to flooding relief and EPA/FDEP TMDL program compliance.

Policy DRG 2.1.2: Stormwater Level of Service

The City herein adopts ~~level of service (~~LOS~~)~~ standards principally applicable to new development, based on results and recommendations of the ~~2002~~ 2014 Master Stormwater Plan ~~and the 2005 Update~~ as follows:

a. Rate of Discharge. The post-development peak rate of discharge shall not exceed predevelopment conditions based on a 50-year,

24-hour storm for areas having positive drainage outfall, and a 100-year, 24- hour storm for areas which do not have positive drainage outfall pursuant to City ~~Land Development Regulation~~LDRs ~~found~~ in Section 106-2 (Applicability and Exemptions), Section 115-5 (Stormwater Management) and Section 121-25 (Flood Plains) of the City Code of Ordinances.

b. Volume of Discharge. The post-development volume of discharge shall not exceed predevelopment conditions based on a 100-year, 24-hour storm for certain drainage basins identified in the ~~2002~~ 2014 Master Stormwater Plan ~~and the 2005 Update~~. Volumes of discharge for other basins may meet lesser requirements to be determined pursuant to City ~~Land Development Regulation~~LDRs.

c. Retention/Detention. Minimum on-site retention/detention for pollution abatement purposes shall be as determined by the ~~St. Johns River Water Management District (~~SJRWMD~~)~~ per Rule 40C-42, FAC (for ~~in city~~ sections of the planning area within the City) and by the Lake County Subdivision Regulations and ~~St. Johns River Water Management District (~~SJRWMD~~)~~ per Rule 40C-42, FAC in unincorporated sections of the planning area. These regulations must be followed pursuant to the City ~~Land Development Regulation~~LDRs.

Policy DRG 2.1.3: Quality Standards for Stormwater Discharge

The City ~~shall~~ hereby adopts the requirements of Rule 62-25, FAC for water quality standards for stormwater discharge for all new and existing stormwater management systems. As part of this adoption by reference, the City includes the following clarifications and exceptions:

a. The City does not mandate that existing facilities must be retrofitted to meet these standards. Such retrofitting will be accomplished through the funding constraints of the City's stormwater utility and other revenue sources;
b. Stormwater management systems which satisfy the appropriate state or regional regulatory design and performance criteria are deemed to satisfy the stormwater discharge water quality standards;
c. Stormwater management systems that comply with adequate locally or regionally established ~~level of service~~LOS standards shall also be deemed to satisfy the stormwater discharge water quality standards;
d. The City of Eustis may, at its discretion, allow exemptions to the stormwater management water quality standards to the extent that such appear in state or regional stormwater management water quality laws or regulations; and
e. This policy does require the city to conduct water quality sampling or testing of stormwater discharge receiving waters to

implement the standards of the policy to meet the requirements of the NPDES and TMDL.

Policy DRG 2.1.4: ~~Land Development Regulation~~LDRs~~

The City shall continue to implement the ~~Land Development Regulation~~LDRs regarding the protection of areas near lake shorelines from construction and post-construction development activities, as follows:

a. Require that all development applications indicate areas with significant (slopes10-20%) and severe (slopes greater than 20%) grades;
b. Refer to the City soil map (FLUE Map #3) in reviewing development applications;
c. Identify the specific strategies and standards needed to protect significant gradient areas and preserve severe gradient areas:
d. Protect surface water, manage stormwater, and minimize soil erosion associated with construction and post-construction activities for undeveloped areas with significant grades;
e. Require ~~E~~erosion control plans for all subdivisions and building sites within 400 feet from lake shorelines (~~St. Johns River Water Management District~~SJRWMD jurisdictional line), including provisions for retaining trees and other natural vegetative cover. Ground disturbing activities will be minimized in all cases; and
f. Require development on properties containing severe grade areas to install a "heavy duty silt barrier" for sediment and erosion control.

Policy DRG 2.1.5: Deviation from Development Standards

The City shall develop a procedure as part of the ~~land development regulation~~LDRs that will allow minor deviation, not to exceed 5%, from development standards associated with conservation and preservation overlay districts where the applicant can demonstrate to the satisfaction of the Commission that the functions of the preservation or conservation area are not substantially impacted and all reasonable efforts have been made to incorporate or design around the protected resource. This procedure will include provisions for professionally based environmental analysis of development proposals and shall provide for review of permitting and land development decisions by the local government, other appointed boards or committees or professionals designated by the local government.

The ~~land development regulation~~LDRs may provide additional flexibility from the minor deviation limits established in this policy for existing or new public sector infrastructure projects that will become a component of linear public sector infrastructure systems The LDRs shall establish, December 31, 2030 criteria specifically for this

additional flexibility, including evaluation of alternatives, minimizing and mitigating impacts to the environmental features. Examples of linear infrastructure systems include transportation systems such as roads, bikeways and sidewalks; water and sewer distribution and collection systems; stormwater conveyance and impoundment systems; and gas and electric distribution and transmission systems. The added regulatory flexibility will also apply to ancillary components or subsystems of linear infrastructure systems, which functionally must be located adjacent to or near the linear systems.

Policy DRG 2.1.6: Stormwater Utilities

The City shall maintain the stormwater utility to provide a dedicated local revenue source for financing drainage improvements recommended in the ~~2002~~ 2014 Master Stormwater Plan ~~and the 2005 Update~~, pursuant to City ~~Land Development Regulation~~LDRs~~.~~

Policy DRG 2.1.7: Intergovernmental Coordination

The City shall participate in discussions with Lake County, the Lake County Water Authority, the ~~St. Johns River Water Management District~~SJRWMD, the Florida Department of Transportation, and others leading to a program which (1) establishes reasonable and effective standards and procedures which can be applied to existing developed areas as a basis for individual or joint improvement programs designed to correct deficiencies and (2) delineates intergovernmental solutions to drainage problems in these areas. Such a program will also address or include:

a. Determination of those basins, sub-basins, and water bodies in the Eustis Planning ~~a~~Area to be included;
b. Improvement of existing drainage in unincorporated sections of the planning area; and
c. Establishment of a system to monitor the quality of discharges into receiving waters using certain pollution indicators.
d. Identification of funding sources;
e. Establishment of stormwater recharge and supplemental stormwater irrigation to meet the requirements of the Wekiva Parkway and Protection Act; and
f. Coordination and work with area entities toward joint planning agreements to facilitate the planning and implementation of regional projects.

Policy DRG 2.1.8: Drainage Deficiencies and Pollution Remediation

The City shall participate, on an ongoing basis, in the correction of existing drainage deficiencies, including remediation of surface water pollution from urban runoff, based on facts and needs determined using the process outlined in Policy DRG 2.1.4, and consistent with the requirements of Rule 62-40.0~~4~~20, FAC and

Section 402 of the Federal Clean Water Act Reauthorization through the following actions:

a. Continued implementation of established Best Management Practices (BMPs) applicable to existing areas of development;
b. Continued implementation of projects associated with the improvement of facilities as recommended in the ~~2002~~ 2014 Master Stormwater Plan ~~and 2005 Update~~; and
c. Continued implementation of EPA/FDEP TMDL Program stormwater projects and supporting stormwater programs identified by the city, relating to the improvement of Lake Eustis and Trout Lake.

Policy DRG 2.1.9: Best Management Practices

The City shall implement ~~Best Management Practices (~~BMP~~s)~~, including the incorporation of Low Impact Development ~~(LID)~~ controls, to improve surface water quality through existing ~~Land Development Regulation~~LDRs and through public improvements as scheduled in the annually updated Five- Year Capital Improvements Program commensurate with the availability of funds through the stormwater utility, grants from other levels of government, and other sources.

Policy DRG 2.1.10: Mitigating Existing Impacts

The City shall implement a phased multi-year program of improvements needed to mitigate existing runoff impacts and remedy existing deficiencies commensurate with available local, state, and federal funding. The City will aggressively seek outside support in the form of grants from the ~~Florida Department of Environmental Protection~~FDEP, the ~~St. Johns River Water Management District~~SJRWMD, and the Lake County Water Authority for the implementation of this program.

Policy DRG 2.1.11: Federal Clean Water Act

The City herein adopts the requirements of Rule 62-25, FAC and Section
402 of the Federal Clean Water Act Reauthorization for water quality standards for stormwater discharge for all new and existing stormwater management systems. As part of this adoption by reference, the C~~c~~ity includes the following clarifications and exceptions:

a. The City does not mandate that existing facilities must be retrofitted to meet these standards. Such retrofitting will be accomplished through the funding constraints of the city's stormwater utility and other revenue sources;
b. The City will retrofit those existing facilities that are determined (by the City) to be required to meet EPA/FDEP TMDL program

point source discharge criteria;

c. Stormwater management systems which satisfy the appropriate state or regional regulatory design and performance criteria are deemed to satisfy the stormwater discharge water quality standards;
d. Stormwater management systems that comply with adequate locally or regionally established level of service standards shall also be deemed to satisfy the stormwater discharge water quality standards;
e. The City of Eustis may, at its discretion, allow exemptions to the stormwater management water quality standards to the extent permissible under federal, state or regional stormwater management water quality laws or regulations; and
f. This policy does not mandate that the Ceity conduct water quality sampling or testing of stormwater discharge receiving waters to implement the standards of the policy.

Policy DRG 2.1.12: Implementation of Best Management Practices

The City herein adopts the requirements pursuant to the issued EPA/FDEP NPDES Generic Permit for the Discharge of Stormwater from Phase II Municipal Separate Storm Sewer Systems (MS4) and implements recommendations from the *City's 2014~~2005~~ Stormwater Master Plan*. As part of this adoption by reference, the City will implement and/or continue stated BMP's which support:

a. Implementing public education and outreach programs that teach the importance of stormwater management and pollution reduction and/or prevention;
b. Continuing to receive public involvement/participation in established recycling and cleanup programs;
c. Continuing stormwater drainage system mapping and quarterly inspection activities to detect/eliminate illicit discharges;
d. Distributing public education information to teach the hazards associated with illegal discharges and improper disposal of waste;
e. Continuing to implement and update (as needed) construction site stormwater runoff controls pursuant to city ordinance requirements;
f. Continuing to implement and update (as needed) post-construction stormwater management requirements pursuant to city ordinance and specification requirements;
g. Continuing to implement pollution prevention/good housekeeping training to staff, to ensure for the safe handling and storage of chemicals, herbicides, and fertilizers associated with city maintenance activities which include park/open space maintenance, new construction and land disturbances, and stormwater system maintenance; and
h. Continuing to implement stormwater maintenance and inspection activities as defined in the City's approved NPDES

MS4 permit. This program includes pro-active routine inspection.

Policy DRG 2.1.13: Federal and State Annual Reporting

The City shall report to EPA/FDEP on a yearly basis the status of permitted Phase II Stormwater Management Program BMP goals, listing those goals that were completed as scheduled, and those goals still in progress. The City shall ensure that the yearly report identifies documented and observed accomplishments and achievements gained due to implementing permitted BMP goals.

Policy DRG 2.1.14: ~~Land Development Regulation~~LDR~~s~~ Review

The City shall ~~review and update~~maintain provisions within the ~~Land Development Regulation~~LDR~~s~~ to address the issues of redevelopment as related to stormwater runoff.

Policy DRG 2.1.15: Wekiva Study Area Strategies (Water Conservation, Groundwater and Reuse)

As recommended in the ~~2005~~ 2014 Stormwater Master Plan update, the City shall apply Surface Water Conservation, Groundwater Protection and Reuse Management Strategies to at least the portion of the City within the Wekiva Study Area sub-basin. As established in Infrastructure Element Policy RCH 5.2.2 and RCH 5.2.3, the City commits to implement Best Management Practices as part of its development review process which shall include, as appropriate:

a. Stormwater Reuse facilities for irrigation;
b. Reservoirs/Ponds where water is collected and stored for stormwater reuse and volume control;
c. Stormwater Infiltration Basins (SIBs) to temporarily store runoff and allow for infiltration;
d. Green Development to encourage alternatives to traditional construction that consider resource conservation, hydrological site layout, energy efficient building design, natural watershed hydrology,
Florida Friendly landscaping and water quality; and
e. Continuation of the SJRWMD recharge requirements for development.

In addition, the City shall continue to implement policies that protect surface water including:

a. No net loss of Floodplain storage capacity as required by Conservation Element Policies CON 1.1.5 and CON 1.1.6 and
b. Minimum vegetative buffer from wetlands and water bodies pursuant to Conservation Element Policy CON 2.3.3.

Policy DRG 2.1.16: Wekiva Study Area Strategies (Surface Water Treatment and Flood Control)

As recommended in the ~~2005~~ 2014 Stormwater Master Plan update, the City shall apply Surface Water Treatment and Flood Control Management Strategies to at least the portion of the City within the Wekiva Study Area. As established in Infrastructure Element Policy RCH 5.2.2. the City commits to implement Best Management Practices as part of its development review process which shall include, as appropriate.

a. Source controls;
b. Swales;
c. Treatment of stormwater through techniques such as end of pipe treatments (e.g., baffle boxes) or Alum/chemical treatment;
d. Drainage well/recharge well & treatment system;
e. Agricultural Nonpoint Source Pollution Management;
f. Green Development and Green Roofs to encourage alternatives to traditional construction that considers resource conservation, hydrological site layout, energy efficient building design, natural watershed hydrology, Florida Friendly landscaping and water quality;
g. Water wise landscaping and reduced turf area;
h. Pervious pavement; and
i. Public Outreach for proper use and management of fertilizers.

In addition, the City shall continue to implement policies that protect surface water including:

a. No net loss of Floodplain storage capacity as required by Conservation Element Policies CON 1.1.5 and CON 1.1.6;
b. Minimum vegetative buffer from wetlands and water bodies pursuant to Conservation Element Policy CON 2.3.3; and
c. Retention and/or detention of stormwater pursuant to Conservation Element Policy CON 1.2.5.

Policy DRG 2.1.17: Stormwater Irrigation Feasibility Study

As recommended in the ~~2005~~ 2014 Master Stormwater Plan update, for those areas not already served by reclaimed water, the City shall identify large potential users (i.e. golf courses, parks, recreational areas) and implement stormwater irrigation practices where practicable and financially feasible. Determining the feasibility of stormwater irrigation practices must be based upon 1) the cost of the improvement, 2) the ability to build the connection including environmental features, site constraints and compatibility and 3) community concerns. Potential sites will have to be evaluated on a case by case basis based on actual conditions.

Policy DRG 2.1.18: Maintenance and Inspection Program Evaluation

As recommended in the 2005 Master Stormwater Plan update, the City shall evaluate its maintenance and inspection programs to improve the function of treatment systems. As part of this evaluation the City will develop strategies for routine maintenance of stormwater facilities and not simply rely upon inspections to require maintenance of facilities.

OBJECTIVE DRG 2.2: NATURAL DRAINAGE AREAS

To protect natural drainage systems from encroachment or disturbance, consistent with city ordinances pertaining to the retention of natural features and open space as outlined in the Conservation Element and the Future Land Use Element.

Policy DRG 2.2.1: Protection of natural drainage areas

The City shall protect natural drainage areas and channels with the following standards and requirements:

a. Require dedication of drainage corridors as easements or public open space measuring not less than 25 feet from top of bank;
b. Minimum setback for on-site waste disposal systems – 50 feet;
c. Minimum setback for impervious surface areas greater than 1,000 square feet – 25 feet;
d. Minimum upland buffer for retention of native vegetation – ten (10) feet;
e. Minimum setback for underground storage tanks and unprotected above-ground outdoor storage of hazardous materials – 100 feet;
f. A C~~c~~ity approved erosion control and runoff management plan shall be required for all adjacent major subdivisions and development requiring site plan approval; and
g. No filling or reconfiguration of these natural drainage areas will be permitted, except as may be recommended to achieve a specific beneficial purpose listed in the ~~2002~~ 2014 Master Stormwater Plan ~~and 2005 Update~~, an updated stormwater facilities study, or an FDEP approved TMDL watershed improvement project.

Policy DRG 2.2.2: Maintenance Improvements to Drainage Features

The City shall carry out maintenance improvements to identified natural drainage features in accordance with the adopted recommendations of the ~~2002~~ 2014 Master Stormwater Plan ~~and 2005 Update~~, an updated stormwater facilities study and/or an FDEP listed TMDL Impaired Watershed improvement project.

Policy DRG 2.2.3: Identification of Environmental Resources

The City shall classify, inventory, and map environmentally sensitive

resources in the City of Eustis Planning Area for the following resource types:

a. Hydric soils;
b. Soil classification types; and
c. Areas of significant grades (slopes between 10 to 20 percent) or severe grades (slopes greater than 20 percent).

Policy DRG 2.2.4: Clustering Development

The City shall require that new development be clustered away from preservation areas onto non-environmentally sensitive portions of the site. Clustering development outside conservation features shall be the preferred option except where the conservation features consist solely of significant grades, an off-site mitigation plan has been approved and no other conservation or preservation features will be affected, and shall be implemented through the use of density incentives to be applied on-site.

Policy DRG 2.2.5: Site Plan Review

The City shall require a site plan review for all projects which have 40% or more of their acreage located in the preservation or conservation overlay districts. The ~~Land Development Regulation~~LDRs~~s~~ shall include procedures for public notification and comment on such development plans.

GOAL SWT 3: SOLID AND HAZARDOUS WASTE

Provide for adequate collection and disposal of solid and hazardous wastes and inform the public of hazards associated with the improper disposal of hazardous waste.

OBJECTIVE SWT 3.1: ADEQUATE FACILITIES

To ensure that adequate resources are available for the collection and disposal of solid waste.

Policy SWT 3.1.1: Solid Waste Level of Service

The City herein adopts ~~level of service (~~LOS~~)~~ standards for solid waste collection and disposal services and facilities which are in conformance with all applicable state and county environmental health standards and regulations. Until a locally applicable generation rate is determined by the County from reliable data, averages estimated by the former Florida Department of Environmental Regulation will be utilized as an LOS standard. This standard is 7.0 pounds per capita per day.

Policy SWT 3.1.2: Waste Collection

The City shall require mandatory collection for residential units and

provide for at least one weekly pick-up of normal solid waste as provided for in the City's ~~Land Development Regulation~~LDR~~s~~.

Policy SWT 3.1.3: Interlocal Agreements

The City shall meet the requirements of interlocal agreements with Lake County, including City Resolution 88-40, which provide for disposal of solid waste at the resource recovery facility in Okahumpka, without reference to minimum or maximum generation rates (i.e., LOS). The City shall participate in multi-jurisdictional planning efforts to ensure the provision of adequate waste disposal capacity to meet this LOS or adjust the LOS accordingly to reflect available capacity. The City shall continue to implement a source separation and recycling program to maintain waste quantities within capacities of disposal facilities.

OBJECTIVE SWT 3.2: RECYCLING

To carry out the local waste reduction and recycling program to reduce the amount of landfilled solid waste by 30 percent according to the time frame established by the 1988 Solid Waste Management Act.

Policy SWT 3.2.1: Source Separation

The ~~Land Development Regulation~~LDR~~s~~ shall continue to require local source separation for waste recycling to correspond to the specifics of the Lake County recycling program.

Policy SWT 3.2.2: Recycling Education

The City shall support Lake County in educating the public to avoid products which are not recyclable, cannot be converted, or cannot be used as a resource or derived fuel. The City shall continue to solicit guidance from Lake County on actions which the City and its citizens can undertake.

Policy SWT 3.2.3: Littering and Dumping Programs

The City shall support Lake County in educating the public regarding the problems, health hazards, and additional costs that result from littering and illegal dumping. Citizens will be encouraged to report violations to the county. The City shall continue to solicit guidance from Lake County on actions which the City and its citizens can undertake.

OBJECTIVE SWT 3.3: HAZARDOUS WASTE DISPOSAL COORDINATION

To coordinate with Lake County to implement a program to regulate sources and disposal of hazardous waste~~s~~, consistent with federal and state guidelines and requirements, through the ~~Land Development Regulation~~LDR~~s~~ and collection and disposal activities.

Policy SWT 3.3.1: Compliance with Federal, State, and Local Regulations

~~By year-end 2012, t~~The City shall ~~adopt~~ maintain local regulations relating to the storage and disposal of hazardous materials consistent with applicable federal, state, and county regulations and procedures. These regulations will apply, at a minimum, to the following:

a. Locations and frequencies of land uses which require underground or above ground storage of hazardous materials, in relation to surface waters, designated wellhead protection areas, and aquifer recharge areas and
b. Leak containment, contingency plans, and inspection and disposal procedures not otherwise required by higher regulatory authorities.

Policy SWT 3.3.2: Inspection Coordination

The City shall use its fire inspection requirements to provide a means for inspecting and ensuring the safety of above-ground hazardous materials storage, including petroleum products, paints, batteries, and other chemical products. The City shall also continue to coordinate with Lake County and the ~~Florida Department of Environmental Protection~~FDEP regarding underground storage of hazardous materials. This policy is intended to supplement and complement applicable state and county regulations governing on-site storage of hazardous materials.

Policy SWT 3.3.3: Oil and Battery Collection

The City shall cooperate with Lake County in implementing its used oil and battery collection programs according to procedures and timetables adopted by Lake County.

GOAL RCH 4: AQUIFER RECHARGE
Preserve the quality and quantity of significant groundwater resources.

OBJECTIVE RCH 4.1: PROTECTING GROUNDWATER RESOURCES

To continue to protect the integrity of groundwater resources in the community through the implementation of design standards (performance and technical) and operating standards including ~~Best Management Practices (~~BMP~~s)~~ regarding water consumption and location of development in relation to high recharge areas and designated wellhead protection areas.

Policy RCH 4.1.1: High Recharge Areas

The City shall regulate development within high recharge areas and designated wellhead protection areas of public water supply wellheads as follows:

a. At a minimum, conform to Rule 62-521, FAC (Wellhead Protection) adopted by the ~~Florida Department of Environmental Protection~~FDEP and City ~~Land Development Regulation~~LDR~~s~~ regarding types of restrictions within designated wellhead protection areas;
b. Limit impervious surface areas, including roofs and pavement, in high recharge areas and designated wellhead protection areas, except that impervious cover factors may be increased for infill locations in already developed areas of the same or greater intensity;
c. On-site waste disposal methods may be used only where permittable by state and local agencies having jurisdiction and where public sewer service is unavailable and is not included in the current five-year ~~Capital Improvements Program~~CIP; and
d. High recharge areas are identified in Map #12 and Designated Wellhead Protection Areas are those set forth in Map #5.

Policy RCH 4.1.2: Wekiva Parkway and Preservation Act Sewer Mandate

In accordance with the final rules resulting from the implementation of the Wekiva Parkway and ~~Preservation~~ Protection Act, the City shall initiate a phased program to provide public sewer service in high recharge areas, in designated wellhead protection areas, and to developed and developing areas within 400 feet of lake shorelines where such service is not presently available, provided that such service extensions are found to be economically feasible or otherwise determined to be necessary to maintain water quality. When service is available in these areas, the City will mandate connection to the public sewer system.

Policy RCH 4.1.3: Buffer and Setback Enforcement

The City shall continue to establish and ~~implement/~~enforce ~~established land development regulation~~LDR~~s~~ requirements pertaining to buffer size requirements, development setback requirements, setback requirements, native vegetation setback requirements, and stormwater swale requirements, pursuant to the City's ~~Land Development Regulation~~LDR~~s~~ for construction site operators/owners of development to maintain. Elements of buffer zone requirements include the establishment of upland buffer zones on the landward extent of the wetland jurisdictional line as defined by ~~St. Johns River Water Management District (~~SJRWMD~~)~~ criteria. The City will continue to enforce these requirements as part of the pre-construction review of buffer zone designs and as part of the construction inspection process already in place.

Policy RCH 4.1.4: Construction Site Waste

The City shall continue to regulate (by ordinance) and control construction site waste such as discarded building materials,

concrete truck washout, chemicals, litter, and sanitary waste that may cause adverse impacts to water quality.

Policy RCH 4.1.5: Stormwater Discharge Regulations

The City shall continue to regulate stormwater discharges from pre and post-development construction pursuant to City ~~Land Development Regulation~~LDR~~s~~ to maintain, confine, and regulate runoff from polluting surface water, reducing erosion and sedimentation, preventing flooding and endangering the ecological balance of the environment in an effort to enhance landscape value, increase groundwater recharge, enhance water quality, and decrease groundwater consumption.

Policy RCH 4.1.6: Development Plan Review

The City shall implement Standard Operating Procedures in place for the review of all site development plans for potential impacts ~~to~~on groundwater.

Policy RCH 4.1.7: Xeriscape Standards

The City shall apply Xeriscape Landscape Standards pursuant to City ~~land development regulation~~LDR~~s~~ for all development within the City's planning area and its Eastern Water Service Area to encourage water conservation, the re-establishment of native plant communities, the use of site-specific plant materials, and the use of native vegetation.

Policy RCH 4.1.8: Water Conservation Standards

The City shall apply and enforce Water Conservation Standards and established levels of water conservation pursuant to C~~c~~ity ~~land development regulation~~LDRs to all users of City potable water, City reclaimed water, private wells, lake pumps, as well as other suppliers of water within the city's planning area and its Eastern Water Service Area.

Policy RCH 4.1.9: Building Code

The City shall apply the Florida Building Code for City development construction pertaining to plumbing fixture(s), back-flow prevention device inspection and testing requirements, and low volume fixture installation, to maintain compliance with the Florida Building Code and stated City CUP permit requirements and preserve groundwater supply resource.

Policy RCH 4.1.10: Leak Detection and Maintenance

The City shall perform annual leak detection of the City's water distribution system mains and make necessary repairs in support of the City's active Leak Detection Program and maintain compliance with stated City CUP permit requirements. Additionally, the City will

update the Five-Year CIP annually to reflect system needs pursuant to leak detection activities.

Policy RCH 4.1.11: Inspection and Enforcement Training

The City shall continue to provide training for staff to become proficient in the inspection and enforcement of erosion and sediment control regulations, requirements and BMP~~'s~~. The training shall include the importance of erosion and sediment control in conjunction will all other inspections (building, driveway, electrical, plumbing, etc.) and include the procedures that should be followed by staff to implement a "Stop-Work" if temporary and/or permanent erosion control is not property maintained at all times.

OBJECTIVE RCH 5.2: WEKIVA SPRINGS OVERLAY PROTECTION DISTRICT

To revise the City's ~~land development regulation~~LDR~~s~~ to incorporate regulations protecting the quantity and quality of surface waters, groundwater recharge areas, springs, and springsheds within the Wekiva Springs Overlay Protection District.

Policy RCH 5.2.1: Maintain Recharge Volume

The City shall require new development to, at a minimum, maintain surface and groundwater flow rates and volumes at pre-development levels, or enhance recharge so that the natural function of groundwater recharge areas is maintained, or improved.

Policy RCH 5.2.2: Redevelopment

The City shall require Substantial Redevelopment projects, as that term is defined in the City's ~~Land Development Regulation~~LDR~~s~~, to comply with the standards for stormwater runoff that apply to new development. Substantial Redevelopment shall be based upon the value and amount of cumulative improvements to the site.

Policy RCH 5.2.2: New Development

The City shall require new development projects or expansion of existing development within the Wekiva Springs Overlay Protection District to follow ~~Best Management Practices~~BMP for stormwater design and treatment as described in ―Protecting Florida Springs Manual—Land Use Planning Strategies and Best Management Practices‖ (FDOC~~A~~ and FDEP). The ~~land development regulation~~LDR~~s~~ shall be revised to implement these Best Management Practices.

Policy RCH 5.2.3: Stormwater Best Management Practices

The City shall require all new development, except non-substantial redevelopment projects, to ~~utilize Best Management Practices~~use BMP in combination as part of a best management practice treatment train to protect water quality and minimize flooding. ~~Best~~

~~Management Practices~~BMP shall be used in the design of stormwater management facilities and systems. The following stormwater ~~Best Management Practices~~BMP shall be instituted to reduce nitrate loading within the Wekiva Springs Overlay Protection District:

a. All residential development shall use swales with swale blocks or raised driveway culverts whenever possible, except when soil, topography, or seasonal high water conditions are inappropriate for infiltration as determined by a professional engineer licensed in the State of Florida;
b. Vegetated infiltration areas shall be used to provide stormwater treatment and management on all sites except when soil, topography, or seasonal high water conditions are inappropriate for infiltration as determined by a professional engineer licensed in the State of Florida. Design of the stormwater systems for residential and commercial uses shall use bio-retention areas (below grade vegetated areas) to increase stormwater treatment and reduce stormwater volume. Downspouts for both residential and commercial development shall be directed from the roof to vegetated areas for uptake;
c. Whenever infiltration systems are not feasible, wet detention systems shall be used for stormwater treatment and management;
d. Sensitive karst features ~~(Attachment 2)~~, including sinkholes with a direct connection to the aquifer and stream-to-sink features, shall not be ~~utilized~~ used as stormwater management facilities. Prior to subdivision approval, all depressions will be investigated by a licensed professional geologist or geotechnical engineer using a professionally acceptable methodology for suitability of water retention area using generally accepted geo-technical practices with an emphasis on identification of potential connections to the aquifer. If connections are determined to exist, the depression shall not be used for stormwater retention and the area draining to this feature under pre-development conditions shall be preserved through a conservation easement;
e. All development approval by the City shall require the applicant to submit to the City a copy of the SJRWMD or ~~Department of Environmental Protection (~~FDEP~~)~~ stormwater permit and the ~~National Pollutant Discharge Elimination System (~~NPDES~~)~~ notice of intent to be covered by the construction general permit prior to any land clearing;
f. Karst features with a direct connection to the aquifer will be identified and placed in a conservation easement so that they will be thereafter used solely for passive recreation subject to permitted activities in subparagraph (d) herein; and
g. All components of the stormwater treatment and management system shall be owned and maintained by the responsible legal entity identified in the SJRWMD or FDEP stormwater permit,

typically a homeowner or property owners association.

Policy RCH 5.2.4: Sanitary Sewer

The following standards of wastewater treatment shall apply to all development locate~~ding~~ in areas of the Wekiva Springs Overlay Protection District.

New development proposed~~locating~~ in areas of the Wekiva Springs Overlay Protection District that are also within the existing and planned wastewater service area, as mapped in Figure 1 – the City of Eustis 5-Year Sanitary Sewer Service Area Map, shall be allowed under the following conditions:

Within the existing and planned wastewater service area

Planned for Future Service (0 - 5 yrs)

a. All new development locating in the planned wastewater service area where central facilities are available, as defined by Florida Statutes ss.381.0065, shall be required to connect to central sewer. New development, located in an area, which is planned to be served with central facilities within five (5) years, shall, if allowed by state regulatory authority, be allowed to develop using conventional septic tanks during the interim, but must connect to sewer facilities when central systems become available;
b. New development within the planned wastewater service area shall install wastewater lines and water lines for reused water in order to ensure the availability of lines for future service;
c. Existing development as required by Florida Statute ss.381.00655 shall connect to central sewer within 365 days (1 year) after written notification that central sewer is available for connection. The publicly owned or investor-owned sewerage system shall coordinate with the City to notify owners of the on-site sewage treatment and disposal system of the availability of central sewer no less than 1 year prior to the date the sewerage system will become available within 5 years; and
d. Upon failure of an existing septic tank system, development on such systems shall be required to connect to the sanitary sewer system, if available.

Outside Five (5) Year Service Area

a. New development outside the five (5) year wastewater service area (where central facilities will not be available within five (5) years) shall be limited to a land use density and minimum lot size requirement that supports septic tank systems as determined by the Department of Health requirements and that is consistent with the policy requirements and limitations that are a part of the

Wekiva Springs Overlay Protection District policy series. Such development shall install performance based septic tank systems which provide a treatment standard of 10 mg/L for nitrogen and install dry lines where feasible for future connection to central sewer;

b. At the time existing septic systems fail or require repairs based on a determination by the Department of Health that a permit or permit modification is required, the system shall be replaced with a performance based system which provides a treatment standard of 10 mg/L for nitrogen, provided that a central sewer system is not available for development to connect to; and
c. Development shall be required to connect to central facilities and reuse facilities when they become available.

Policy RCH 5.2.5: Definition of Availability

The definition provided by Florida Statute ss.381.0065 pertaining to "available" or "availability" is adopted.

APPENDIX A

Existing Consumptive Use Permits

CUP 2634 CUP **85195** CUP 84879	City of Eustis, Central Service Area Heathrow Country Estates Service Area Eastern Service Area

t. Johns River

Water Management District

Kirby B. Green Ill. Executive Director • David W. FISk, Assistant Executive Director

4049 Reid Street • P.O. Box 1429 • Palatka, FL 32178-1429 • (386) 329-4500 On the Internet at *www.sjrwmd.com.*

March 13, 2007

City of Eustis Mr Chin C Khor PO Drawer68
Eustis, FL 32726

SUBJECT: Consumptive Use Pennlt Number 2634 City of Eustis

Dear Sir/Madam:

Enclosed is your pennit as authorized by the St. Johns River Water Management District on March 13, 2007.

Please be advised that the period of time wit in which a third party may request an administrative hearing on this permit may not have·expired by the date of issuance. A potential petitioner has twenty-six (26) days from the date on which the actual notice is deposited in the mail, or twenty-one (21) days from publication of this notice when actual notice is not provided, within which to file a petition for an administrative hearing pursuant to Sections 120.569 and 120.57, Florida Statutes. Receipt of such a petition by the District may result In thi permit becoming null and void.

Permit issuance does not relieve you from the responsibility of obtaining permits from any federal_. state and/or local agencies asserting concurrent Jurisdiction over this work.

The enclosed permit Is a legal document and should be kept wlth your other important records. Please read the pennit and conditions carefully since the referenced conditions may require submittal of additional infonnatfon. All infonnation submitted as compliance with permit conditions must be submitted to the nearest District Service Center and should include the above.refer nced permit-number.

Sincerely,

rl

Gloria Lewis, Director
Permit Data Services Division

Enclosures: Permit, Conditions for Issuance, Compliance Forms, Map, Well Tags cc: District

Permit File

Agent: Andreyev Engineering fnc
4055 St John Parkway Sanford, FL 32771

PERMIT NO. 2634
PROJECT NAME: of Eustis

DATE ISSUED: March 13, 2007

A PERMIT AUTHORIZING:

The District authorizes, as limited by the attached permit conditions, the use of 1,602.10 million gallons per year (4.39 million gallons per day, annual average) of groundwater from the Floridan aquifer plus 182.81 million gallons per year (0.5 million gallons per day, annual average) of reclaimed water for public supply purposes, including household, commercial/industrial, urban landscape lrrigation, water utility, and unaccounted for type uses to supply a population of 33,261 in 2012.

LOCATION:

Range(s): 26E 27 E 26E

ISSUED TO:

City of Eustis Mr Chin C Khor PO Drawer68
Eustis, FL 32726

Permittee agrees to hold and save the St. Johns River Water Management District and its successors harmless from any and all damages, claims, or liabilities which may arise from permit issuance. Said application, including all maps and specifications attached thereto, is by reference made a part hereof.

This permit does not convey to permittee any property rights nor any rights of privileges other than those specified herein, nor relieve the permlttee from complying with any law, regulation or requirement affecting the rights of other bodies or agencies. All structures and works installed by permittee hereunder shall r.emain the .property of.the permittee.

This permit may be revoked, modified or transferred at any time pursuant ta the appropriate provisions of Chapter 373, Florida Statutes and 40C-1, Florida Administrative Code.

PERMIT IS CONDITIONED UPON:

See conditions on attached "Exhibit A", dated March 13, 2007

AUTHORIZED BY: St. Johns River Water Management District
Department of Resource Management

Harold A. Wilkening
Director

Executive Director

"EXHIBIT A"
CONDITIONS FOR ISSUANCE OF PERMIT NUMBER 2634
CITY OF EUSTIS DATED MARCH 13, 2007

1. District Authorized staff, upon proper identification, will have permission to enter, inspect and observe permitted and related facilities in order to determine compliance with the approved plans, specifications and conditions of this permit.

2. Nothing in this permit should be construed to limit the authority of the St. Johns River Water Management District to declare a water shortage and issue orders pursuant to Section 373.175, Florida Statutes, or to formulate a plan for implementation during periods of water shortage, pursuant to Section 373.246, Florida Statutes. In the event a water shortage, Is declared by the District Governing Board, the permittee must adhere to the water shortage restriction as specified by the District, even though the specified water shortage restrictions may be Inconsistent with the terms and conditions of this permit.

3. Prior to the construction, modification, or abandonment of a well, the permittee must obtain a Water Well Construction Permit from the St. Johns River Water Management District, or the appropriate local government pursuant to Chapter 40C-3, Florida Administrative Code. Construction, modification, or abandonment of a well will require modification of the consumptive use permit when such cqnstruction, modification or abandonment is other than that specified and described on the consumptive use permit application form.

4. Leaking or inoperative well casings, valves, or controls must be repaired or replaced as required to eliminate the leak or make the system fully operational.

5. Legal uses of water existing at the time of the permit application may not be Interfered with by the consumptive use. If unanticipated interference occurs, the District may revoke the permit in whole or in part to curtail or abate the interference unless the permittee mitigates for the interference. In those cases where other permit holders are identified by the District as also contributing to the interference, the permfttee may choose to mitigate in a cooperative effort with these other permittees. The permittee must submit a mitigation plan to the District for approval prior to implementing such mitigation.

6. Off-site land uses existing at the time of permit application may not be significantly adversely impacted as a result of the consumptive use. If unanticipated significant adverse impacts occur, the District shall revoke the permit in whole or in part to curtail or abate the adverse impacts, unless the impacts can be mitigated by the permittee.

7. The District must be notified, in writing, within 30 days of any sale, conveyance, or other transfer of a well or facility from which the permitted consumptive use is made or within 30 days of any transfer of ownership or control of the real property at which the pennitted consumptive use is located. All transfers of ownership or transfers of permits are subject to the provisions of section 40C-1.612, Flortda Administrative Code.

8. A District-issued identification tag shall be prominently displayed at each withdrawal site by permanently affixing such tag to the pump, headgate, valve or other withdrawal facility as provided by Section 40C-2.401, Florida Administrative Code. Permittee shall notify the District in the event that a replacement tag is needed.

9. If the permittee does not serve a new projected demand located within the service area upon which the annual allocation was calculated, the annual allocation will be subject to modification.

1O. The permittee must ensure that all service connections are metered.

11. All submittals made to demonstrate compliance with this permit must include the permit number 2634 plainly labeled.

12. This permit will expire March 13, 2012.

13. Maximum annual ground water withdrawals from the Floridan aquifer from wells Ardice 1 (GRS Id. No. 9709), Ardice 2 (GRS Id. No. 9710), Haselton 1 (GRS Id. No. 9711), Haselton 2 (GRS Id. No. 9712), 5 CR 44A (GRS Id. No. 9713), 6 CR 44A (GRS Id. No. 9714), and 7 CR 44A (GRS Id. No. 39410), as listed on the application, for household, commercial/industrial, urban landscape irrigation, water utility, and unaccounted for types of use must not exceed:

1,353.30 million gallons (3.71 million gallons per day, annual average) in 2007, 1,419.12 million gallons (3.89 million gallons per day, annual average) in 2008, 1,342.28 million gallons (3.68 mllllon gallons per day, annual average) in 2009, 1,421.28 million gallons (3.89 million gallons per day, annual average) in 2010, 1,507.68 million gallons (4.13 million gallons per day, annual average) in 2011, and 1,602.10 million gallons (4.39 million gallons per day, annual average) in 2012.

14. Maximum dally ground water withdrawals from the Floridan aquifer from wells Ardice 1 (GRS Id. No. 9709), Ardice 2 (GRS Id. No. 9710), Haselton 1 (GRS Id. No. 9711), Haselton 2 (GRS Id. No. 9712), 5 CR 44A (GRS Id. No. 9713), 6 CR 44A (GRS Id. No. 9714), and 7 CR 44A (GRS Id. No. 39410), as listed on the application, for essential type use (fire protection) must not exceed 22.176 million gallons during the tern, of this permit. A separate accounting of water used for fire protection must be maintained. Documentation of water used for fire protection must be submitted to the District within 30 days of each and every occurrence.

15. The permittee shall implement the reuse of reclaimed water to the maximum extent that it is technologically, economically, and environmentally feasible. The permittee shall maximize the direct use of all available reclaimed water to meet inigation, commercial, and industrial needs in place of higher quality water sources (e.g., groundwater sources) and maximize beneficial aquifer recharge with reclaimed water that cannot feasibly be reused for irrigation, commerclal, or industrial needs.

a. The permittee shall, at a minimum, provide the following quantities of reclaimed water, via.the reclaimed water distribution.point {GRS Id NoL 10483-7t for use by residential water utility customers in the area served under this pennlt: 149 million gallons (0.41 million gallons per day, annual average) in 2009-2012.

b. The pennittee shall, at a minimum, provide up to the following maximum quantity of reclaimed water, via the reclaimed water distribution point (GRS Id No. 104837), for urban landscape irrigation type use to irrigate common areas (ball field, cemetery, and Carver Court) in the area served under this permit: 33.81 million gallons (0.09 million gallons per day, annual average) in 2007- 2012.

16. Wells Ardice 1 (GRS Id. No. 9709), Ardice 2 (GRS Id. No. 9710), Haselton 1 (GRS Id. No. 9711), Haselton 2 (GRS Id. No. 9712), 5 CR 44A (GRS Id. No. 9713), and 6 CR 44A {GRS Id. No. 9714), as listed on the application, must continue to use in-line totalizing flow meters to monitor water use. These flow meters must maintain 95% accuracy, be verifiable and be installed according to the manufacturer's specifications.

17. Well 7 CR 44A (GRS Id. No. 39410) and the reclaimed water distribut.ion point (GRS Id No. 104837) shall be equipped with in-line totalizing flow meters to monitor water use, prior to use. These flow meters must maintain 95% accuracy, be verifiable and be installed according to the manufacturer's specifications.

18. Documentation of proper meter installation (photograph and manufacturer specifications) of the proper installation of this meter shall be provided to the District within 30 days of meter installation.

19. Total withdrawals from wells Ardice 1 (GRS Id. No. 9709), Ardice 2 (GRS Id. No. 9710), Haselton 1 (GRS Id. No. 9711), Haselton 2 (GRS Id. No. 9712), 5 CR 44A (GRS Id. No. 9713), 6 CR 44A (GRS Id. No. 9714), and 7 CR 44A (GRS Id. No. 39410), as listed on the application, and water distributed for use via the reclaimed water distribution point (GRS Id No. 104837) must be recorded continuously, totaled monthly, arid reported to the District at least every six months from the initiation of the monitoring using District Form No. EN-50. The reporting dates each year will be as follows:

Reporting Period	Report Due Date July 31 J nuary 31
January - June July - December	

20. The permittee shall implement all features of the Water Conservation Plan that was submitted with its application on June 19, 2006 and amendments to the plan provided to the District on November 17, 2006. A report that details the progress of plan implementation shall be submitted to the District on or before July 31, 2009.

21. The permittee shall continue to participate in the District's Water Conservation Partnership Campaign during the term of this permit.

22. The permittee shall investigate the feasibility of using a minimum of 2 million gallons per day of surface water from Lake Yale and Lake Eustis for the purpose of offsetting groundwater demands within their service area. A report of the investigation shall be submitted to the District for review and approval no later than December 31, 2008. At a minimum, the investigation shall evaluate the technologic feasibility, economic feasibility, and environmental feasibility of using water from Lake Yale or Lake Eustis or both lakes. The feasibility investigation shall identify feasible quantities of water for use, and a schedule of implementation of these lower quality water sources or other similar sources, unless the feasibility study demonstrates that such use is not economically, technologically, or environmentally feasible.

23. Thapermittee shall submita copy ofthe annual.reuse report required to.be submitted. to Florida Department of Environmental Protection for the Bates Avenue WWTF (FLA010507) and the Cardinal Lane WWTF (FLA295965), to the District by March 31st of each year of the permit, commencing on March 31, 2007.

24. The pennittee shall provide an annual reclaimed water report to the District, for the preceding calendar year, no later than January 31 of 2008 - 2012. The annual reclaimed water report shall document the total quantity of wastewater treated by the permittee's waste water treatment facilities, the total quantity of reclaimed water provided to residential customers under this permit, the total quantity of treated wastewater disposed of via land application (via percolation ponds or spray fields), and the total quantity of reclaimed water provided to other customers. The annual reclaimed water report shall also include maps of the area served by the reclaimed water system during the period covered by the report and maps of the area to be served in the succeeding calendar year. The maps shall identify the areas served in the following categories: residential, commercial/industrial, golf course, urban landscape (publicly owned), and disposal areas. The annual reclaimed water report shall report the number of residential customers, the number of commerciaVindustrial customers, golf courses, and the area of common area landscape served by the reclaimed water system. The report shall

describe the permittee's plans to maximize the use of reclaimed water to meet reasonable beneficial requirements under this permit in succeeding calendar years.

25. The permittee shall implement the aquifer testing program proposed in its submittal dated December 22, 2005, within 90 days following completion of Well 7, CR 44A (GRS Id. No. 39410) at the CR44A well field. The permittee shall provide 14 days written notice to the District of all planned field activities and shall provide a written report of the aquifer testing program within 180 days following completlon of Well 7, CR 44A (GRS Id. No. 39410) at the CR44A well field.

26. If, in any year, the actual volume of groundwater withdrawn by the perrnlttee equals 95 percent or more of any of the amounts of water allocated for use by this permit, then the permittee shall submit a report to the District that explains why the withdrawal of water by the permittee equals 95 percent or more of the amounts allocated in this permit. The report shall evaluate the effect of the following on the volume of water withdrawn by the permittee:

a) Climatic shortfalls (drought);
b) Greater than anticipated growth in the permittee's service area;
c) Inefficient usage within the service area
d) Other factors that account for the withdrawal volume equaling 95 percent or more of the allocation.

The report must include a breakdown of the population currently being served by the permittee, an updated projection of anticipated population that will be served for the following year, an evaluation as to whether the permittee anticipates whether it will be able to meet the water needs of the revised projected population without violating the allocations set forth in this permit, and a corrective action plan setting actions that the permittee Intends to take if the evaluation indicates that allocations will be exceeded during the following year. The report must be submitted to the District by February 15 of the year following the year during which the permittee experienced withdrawals of water that equals 95 percent or more of the amount of water allocated for use by this permit.

27. The permittee must implement the following in accordance with the schedule set herein.

a. No later than September 3, 2008, permittee shall identify viable, potential water supply partners including those that could provide alternative water supplies or partner with the permittee in the development of alternative water supplies. In addition, permittee shall identify potential alternative water supply projects that could be implemented with these partners to secure ttie.quantities of water necessary to meet permittee's projected demands through 2025 without unacceptable Impacts to water resources and related natural systems. Permittee shall contact these potential partners to determine the viability of developing partnership agreements with them for the identified potential water supply projects. A written
description of the potential partners and projects along with a description of the contacts between permittee and the potential partners and the viability of the development of partnership agreements shall be submitted to the District also no later than September 3, 2008.

b. No later than August 29, 2009, permittee shall prepare and submit to the District for review, a comprehensive written report of an evaluation of the technologic, economic, and environmental feasibility of implementing the identified viable projects and partnerships. The evaluations reported shall be performed to acceptable professional standards.

c. No later than March 13, 2010, permittea shall identify the project(s) and partnership(s) that it proposes to Implement to secure the quantities of water necessary to meet permittee's projected demands through 2025 without unacceptable Impacts to water resources and related natural systems.

d. No later than August 24, 2010, permittee shall provide the District with firm evidence that it has developed the necessary partnership agreement(s)for implementation of the project(s) of choice.

e. No later than March 13, 2011, permittee shall have scheduled a pre-application conference with District staff to discuss the development of a consumptive use permit application for the identified project(s).

f. No later than March 13, 2012, permittee and/or its partner(s) shall submit a consumptive use permit application for implementation of the identified project(s).

28. The lowest quality water source, including redaimed water, surface water and storm water, must be used for each consumptive use supplied by the permittee when available, except for where the permittee demonstrates that the use of the lower quality water source is not economically, environmentally, or technologically feasible.

29. The permittee must conduct hydrologic and photo monitoring at each of the five (5) surface water/wetland areas listed below:

a. L1 - Lake Willie, (Sec. 12 T. 19 S., R. 26 E.);
b. L2 - Blue Lake, (Sec. 7 & 8, T. 19 S., R. 27 E.);
c. L3 - Lake Gracie, (Sec. 11, T. 19 S., R. 26 E.);
d. L4 West Crooked Lake, (Sec. 13, T. 19 S., R. 26 E.); and
e. L5- Lake Hermosa, (Sec. 15 T. 19 S., R. 26 E.).

The perrnittee must install staff gauges and/or shallow wells (hereafter referred to as monitoring devices) in each of the above-listed wetland sites. The monitoring devices and specific locations must be approved in writing by the District. The monitoring wells must be installed by a licensed water well contractor (as required in 373.336 (1)(b), F.S.), and all monitoring devices shall be surveyed to NGVD (1929) to an accuracy of +/- 0.01 foot. The permittee must submit station location and descriptor data electronically as spreadsheets in a District approved format. Station descriptor information must include: latitude/longitude, brief text site description, date of installation, type of instrument, installation entity, maintenance entity, and access instructions.

If another agency or utility is monitoring the same water body, then the same monitoring equipment/data can, upon written approval by SJRWMD, be used with the owner's consent. .Data.collection.at..allfive .(5) .sites must.be.at midday.

At each wetland monitoring site, an elevation profile along a transect 150 feet in length must be surveyed such that 50 feet of the adjacent upland is included. If the adjacent upland consists of placed fill, then the transect may be limited to 120 feet in length, such that 20 feet of the adjacent upland is included. The location of the transect must be reviewed and approved by the District prior to survey. Soil elevations must be recorded to an accuracy of
+/- 0.1 foot at 5-foot intervals and wherever there is a change in plant community. Other environmental features such as current water level, cypress buttress inflection points, lower extent of lichen lines or upper extent of moss collars, watermarks, and the lower edge of the saw palmetto (Serenoa repens) fringe must be surveyed, if present. A diagram of the elevations, plant communities, and hydric soils located along the transect must be made.
Plant communities must be described, including a listing of all vascular plant species, by plant community, present within 10 feet of one side of the transect line, their relative

abundance, and the diameter at breast height (d.b.h.) of any woody plants greater than 1H d.b.h. A description of soil color, texture, and hydric soil indicators must be made in the top 24 inches of soil at 25 foot intervals along the transect described above for a total of 7 stations. If the soil survey depicts the soils as open water, then the soil description will occur

out to a water depth of 3 feet, and depth to sediment surface, and depth of organic substrate will be recorded for the remaining intervals. The data collection described In this paragraph is a one-time event. Well completion reports for the piezometers will also be included in this report. The vegetation and soil survey must be submitted on August 7, 2007.

Permanent photo stations must be monumented and panoramic photographs must be taken in September for each of the wetland monitoring sites, starting in 2007 and annually thereafter. These stations must be reviewed and approved by the District prior to monumentation.

Weekly rainfall data must be obtained for each monitored location from the nearest existing rain gauge approved by the District. The same rainfall station may be used for more than one monitoring site.

The following Information must be recorded by the permlttee for each monitoring site: water level (weekly without data loggers or dally with data loggers}, rainfall (weekly), and pumping volume (weekly by well). Monitoring data must be submitted electronically as spreadsheets every six months ln a District approved computer accessible format. Permittee must contact the District for specific details on how to submit the computer accesslble Information. This data must also be submitted as a legible paper copy (two copies) along with the EN-50 forms for the project. On January 315\ the permlttee must submit an annual report summarizing the monitoring efforts. The report must include the panoramic photographs, and graphs summarizing the rainfall and monitoring data.

30. If the permittee is unable to obtain or maintain legal access to any of the monitoring sites referenced above, the permittee must notify SJRWMD in writing within 15 days of concluding that access to any specific site is not possible. In that case, the permittee must identify alternative sites where legal access can be obtained and submit within 45 days a written request to SJRWMD to modify the monitoring network. Within six months of SJRWMD approval of the monitoring network modification, the permittee must implement the approved change(s).

31. The pennittee's consumptive use shall not adversely impact wetlands, lakes, and spring flows or cause or contribute to a violation of minimum flows and levels adopted in Chapter 40C-8, F.A.C., except as authorized by an SJRWMD-approved minimum flow or lever (MFL) recovery strategy. If unanticipated adverse impacts occur, the SJRWMD shall revoke the permit in whole or in part to abate the adverse impacts, unless the impacts can be mitigated by the permittee.

rEL a.- St. Johns River

Water Management District

Kirby B.Green Ill, Executive Director • John R.Wehle, Assistant Executive Di'ector

Post Office Box 1429 • Palatka, FL 32178-1429 • (386) 329-4500

July 2, 2003

The City of Eustis PO Drawer6B
Eustis, FL 32727-0068

SUBJECT: Consumptive Use Permit Number85195 Heathrow Country Estates

Dear Sir/Madam:

Enclosed is your permit and the forms necessary for submitting information to comply with conditions of the permit as authorized by the St. Johns River Water Management District on July 02, 2003.

Please be advised that the period of time within which a third party may request an administrative hearing on this permit may not have expired by the date of issuance. A potential petitioner has twenty-six {26) days from the data on which the actual notice is deposited in the mail, or twenty-one (21) days from publication of this notice when actual notice is not provided, within which to file a petition for an administrative hearing pursuant to Sections 120.569 and 120.57, Florida Statutes. Receipt of such a petition by the District may result in this permit becoming null and void.

Permit Issuance does not relieve you from the responsibility of obtaining permits from any federal, state and/or local agencies asserting concurrent jurisdiction over this work.

The enclosed permit is a legal document and should be kept with your other important records. Please read the permit and conditions carefully since the referenced conditions may require submittal of additional information. All information submitted as compliance with permit conditions must be submitted to the nearest District Service Center and should include the above referenced permit number.

,n rely,

Gloria Lewis, Drrifnor
Permit Data Services Division

Enclosures: Permit, Conditions for Issuance, Compliance Fonns, Map, Well Tags cc: District

Permit File

Agent; Yovaish Engineering Sciences, Inc.
953 Sunshine Lane Altamonte Springs, FL 32714

Duane Ott&nstroer, C!IAIRMAN

GOVERN INQ BOARD

David G. Graham,TREASI.FIEFI

Omelria& D. Long, VICE c:!WRMAN

A.Clay Albrfghl, SEalE1711t'f

JVCKSONVIlIE

ABOLKA

LAKEWEIR

JACKSONVILLE

W.Michael Branch TERNANDINA BEACH

Jeff K. Jennings MAm.AND

Wliii am Kerr ld!ll OIIRNE!

Ann T.Moora PUNNELL

Catherina A. Walker

AL'WolON' TE SPRINGS

PERMIT NO. 85195
PROJECT NAME: Heathrow Country Estate

DATEISSUED:JulY..b.2003

A PERMIT AUTHORIZING:

The District authorizes, as limited by the attached conditions, the use of 11fl.63 million gallons per year (0.325 million gallons per day) of ground water from U,e Floridan aquifer to supply a population of 743 people in 2009 with water for household, commercial/Industrial, and water utility type uses.

LOCATION:

The City of Eustis
PO Drawer5&
Eustis, FL 32727-0068

Permittee agrees to hold and save the St. Johns River Water Management District and its successors harmless from any and all damages, claims, or liabilities which may arise from permit issuance. Said application, including all maps and specifications attached thereto, is by reference made a part hereof.

This permit does not convey to permittee any property rights nor any rights of privileges other than those specified herein, nor relieve the permittee from complying with any law, regulation or requirement affecting the rights of other bodies or agencies. All structures and works installed by permittee hereunder shal l remain the property of the permittee.

This permit may be revoked, modified or transferred at any time pursuant to the appropriate provisions of Chapter 373, Florida Statutes and 40C-1, Florida Administrative Code.

PER IT IS CONDITIONED UPON:

See conditions on attached "Exhibit A-, dated July 2, 2003

AUTHORIZED BY: St Johns River Water Management District
Department of Resource Management

By: _____
Dwight Jenkins
Division Director

"EXHIBIT A"
CONDITIONS FOR ISSUANCE OF PERMIT NUMBER 85195 THE CITY OF EUSTIS
DATED JULV 21 2003

1. District Authorized staff, upon proper Identification, will have permission to enter, inspect and obseive permitted and related facilities in order to determine compliance with the approved plans, specifications and conditions of this permit.

2. Nothing in this pem,it should be construed to limit the authority of the St. Johns River Water Management Di trict to declare a water shortage and issue orders pursuant to Section 373.175, Florida Statutes, or to formulate a plan for implementation during periods of water shortage, pursuant to Section 373.246, Florida Statutes. In the event a water shortage, is declared by the District Governing Board, the permittee must adhere to the water shortage restriction as specified by the District, even though the specified water shortage restrictions may be inconsistent with the terms and conditions of this permit.

3. Prior to the construction, modification, or abandonment of a well, the permittee must obtain a Water Well Construction Permit from the St. Johns River Water Management District, or· the appropriate local government pursuant to Chapter 40C-3, Florida Administrative Code. Construction, modification, or abandonment of a well will require modification of the _____. consumptive use permit when such construction, modification or abandonment is other than that specified and described on the consumptive use permit application form.

4. Leaking or inoperative well casings, valves, or controls must be repaired or replaced as required to eliminate the leak or make the system fully operational.

5. Legal uses of water existing at th time of the permit application may not be interfered with by the consumptive use. If unanticipated interference occurs, the District may revoke the permit in whole or in part to curtail or abate the interference unless the perrnittee mitigates for the interference. In- those cases where other permit holders are identified by the District as also contributing to the interference, the permittee may choose to mitigate in a . cooperative effort with these other permittees. The permittee must submit a mitigation plan to the District for approval prior to implementing such mitigation.

6. Off site land uses existing at the time of permit appllcation may not be significantly adversely impacted as a result of the consumptive use. ff unanticipated significant adverse impacts occur, the District shall revoke the permit in whole or in part to curtail or abate the adverse impacts, unless the impacts can be mitigated by the pennittee.

7. The District must be notified, in writing, within 30 days of any sale, conveyance, or other _____•, transfer of a well or facility from which the permitted consumptive use is made or within 30 days of any transfer of ownership or control of the real property at which the permitted consumptive use is located. All transfers of ownership or transfers of permits are subject to the provisions of section 40C-1.612, Florida Administrative Code.

8. A District-issued identification tag shall be prominently displayed at each withdrawal site by permanently affixing such tag to the pump, headgate, valve or other withdrawal facility as provided by Section 40C-2.401, Florida Administrative Code. Permittee shall notify the District in the event that a replacement tag is needed.

9. If the perrnittee does not serve a new projected demand located within the service area upon

which the annual allocation was calculated, the annual allocation will be subject to modification.

10. The permittee must ensam that all service connections are **meterle:**

11. Landscape irrigation is prohibited between the hours of 10:00 a.m. and 4:00 p.m., except as follows:

(a) Irrigation using a micro-irrigation system is allowed anytime.

(b) The use of reclaimed water for irrigation is allowed anytime, provided appropriate signs are placed on the property to inform the general public and District enforcement personnel of such use. Such signs must be in accordance with local restrictions.

(c) Irrigation of, or in preparation for planting, new landscape is allowed any time of day.for one 30 day period provided irrigation is limited to the amount necessary for plant establishment.

(d) Watering in of chemicals, including insecticides, pesticides, fertilizers, fungicides, and herbicides when required by law, the manufacturer, or best management practices ls allowed anytime within 24 hours of application.

(e) Irrigation systems may be operated anytime for maintenance and repair purposes not to exceed ten minutes per hour per zone.

12. Permittee must mitigate any adverse impact caused by withdrawals permitted herein on legal uses of water existing at the time of permit application. The District has the right to curtail permitted withdrawal rates, permitted dewatering, or permitted allocations if the withdrawals of water cause an adverse impact on legal uses of water which existed at the time of permit application. Adverse impacts are exemplified by but not limited to:

(a) reduction of well wat r levels resulting in a reduction of 10% in the ability ot an adjacent well to produce water;

(b) reduction of water levels in an adjacent surface water body resulting in a significant impairment of the use of water in that water body:

(c) saline water intrusion or introduction of pollutants into the water supply of an adjacen,t water use resulting in a significant reduction of water quality; and

(d) change in water quality resulting in either impairment or loss of use of a well or water body

13. Permittee must mitigate any adverse impact caused by withdrawals permitted herein on adjacent land use which existed at the time of permit application. The District has the right to curtail permitted withdrawal rates, permitted dewatering, or permitted water allocations if. the withdrawals of water cause an adverse impact on adjacent land use which existed at the time of permit application. Adverse impacts are exemplified by but not limited to:

(a) significant reduction in water levels in an adjacent surface water body;

(b) land collapse or subsidence caused by a reduction in water levels; and

(c) damage to crops and other types of vegetation.

14. Should the permittee's dewatering operation create shoaling in adjacent water bodies, the permittee is responsible for clearing such shoaling.

15. All submittals made to demonstrate compliance with this permit must include the CUP number 85195 plainly labeled on the submittal.

16. This permit shall expire Efyears from the date of issuance.

17. Maximum annual groundwater withdrawals from the Floridan aquifer for household, commercial, water utility, unaccounted for water, and common area landscape irrigation type uses must not exceed as follows:
44.17 million gallons (0.121 million gallons per day average) in 2003,
62.78 million gallons (0.172 million gallons per day average) in 2004,
81.76 million gallons (0.224 million gallons per day average) in 2005,
100.38 million gallons (0.275 million gallons per day average) In 2006, and ,1
118.62 million gallons (0.325 million gallons per day average) from 2007 till 2009.

If the permittee has not complied with all the conditions of this permit, the maximum annual groundwater withdrawals for household, commerciaVIndustrial, common area landscape irrigation, essential and unaccounted uses must not exceed the allocatlon for the year during which the violation first took place until the permittee is in compliance with all the conditions of this permit. ;

18. Maximum daily ground water withdrawals from the Floridan aquifer for- fire protection must not exceed 2.74 million gallons. A separate accounting of water used.for fire-protection must be maintained. Documentation of water used for fire protection must be submitted to the District within 39 days of the occurrence.

19. The permittee shall implement thi;3 water conservation plan, submitted to and approved by the District as part of this application process, In accordance with the schedule contained therein.

20. Each residential landscape design and Irrigation system plan for new homes shall require approval by the design board. Residential landscapes and irrigation system designs shall conform to the criteria found in Section E of The landscape Environment manual received by the District on_ May 1, 2003. The following modifications must be made to Section E of. The Landscape Environment manual:

21. Modify the plant list to remove spe ies that require more moistpre than the site supports such as - Sweet Bay, Weeping Willow, Dahoon Holly, Sliver Thom, Anise, Holly Fern, Shell Ginger Lily and Fakahatchee grass.

22. Modify the irrigation system requirements to Include more specific minimum-guidelines to optimize landscape lrrlgation system efficiencies such as - backflow prevention valves, matching precipitation rates on all heads within a zone, use of pressure regulated valve heads, check valves In low topographic areas, rotors spaced for head to head coverage, and systems designed to meet Florida Building Code specifications for landscape irrigation installation as outlined in Appendix F of the Plumbing Code and/or meet current standards as published by the Florida Irrigation Society.

23. Modify tree protection guidelines to require that protective fencing be located outside the tree canopy to ensure the roots are protected.
Draft changes to Section E of the Landscaping Environmental manual must be submitt d to the District for review and approval within three months of permit issuance.

24. The permlttee shall display water conservation posters within the community clubhouse and shall provide water conservation literature within the clubhouse.

25. The portion of the common area that will be irrigated shall not exceed 18.5 acres.

26. Micro-irrigation techniques shall be used in locations where they can be used efficiently, such as in planting bed areas.

27. The urban landscape irrigation system (serving common areas within the project) shall be automatically controlled in order maximize irrigation efficiency. Watering zones shall be established in order to match water needs to specific vegetation types. Soil moisture monitoring devices and rain sensors shall be Incorporated into the irrigation system design.

A certified irrigation conmrtant shall inspect all common area land&t.ape irrigation equipment annually. Any identified deficiencies shall be corrected within 30 days of identification.

28. The permittee shall prohibit homeowner irrigation wells via deed restrictions.

29. The permittee shall install a dual distribution piping system ("dry-line" infrastructure) for irrigation of individual residential lot areas. This will facilitate use of reclaimed water or other lower quality water sources for irrigation of residential landscaping in the future. Plans showing the placement of the dual-line system must be submitted to the District within three months of permit issuance.

30. All service connections shall be individually metered, including the provision of separate potable water and irrigation meters.

31. An annual report detailing the status of this project shall be submitted by July:31st of each year. The report must include status of construction (homes built, residential landscape acreage; common area landscape acreage, and wells installed or abandoned) and implementation of the water conservation plan.

32. Proposed Well No.'s 1 (GRS Station Id. No. 34971) and 2 (GRS Station Id. No. 34972), as listed on the application, shall be equipped with totalizing flow meters prior to their use. These rneters must maintain 95% accuracy, be verifiable, and be installed accordin11,to the manufacturer's specifications. Documentation of proper meter installation (photograph and manufacturer specifications) of the proper installation of these meters must be submitted within 30 days of meter Installation.

33. Total withdrawal from Well No.'s 1 (GRS Station Id. No. 34971) and 2 (GRS Station Id. No. 34972), as listed on the application, must be recorded continuously, totaled monthly, and reported to the District at least every six month$ for the duration of this pem,itusing District Form No. EN-50. The reporting dates ch year will be as follows:

Reporting Period	Report Due Date
January - June	July 31
July - Decembe r	January 31

34. The permittee must maintain all meters. In case of failure or breakdown of any meter, the District must be notified in writing within 5 days of its discovery. A defective meter must be repaired or replaced within 30 days of its discovery.

35. The permittee must have all flow meters checked for accuracy at least once every 3 years within 30 days of the anniversary date of permit issuance, and recalibrated if the difference between the actual flow and the meter reading is greater than 5%. District Form No. EN-51 must be submitted to the District within 10 days of the inspection/calibration.

36. The Permittee must conduct a detailed water audit for the year 2005 and submit it to the District prior to March 1, 2006. All water uses given in the audit must be documented on how the amounts were metered or determined. If the water audit shows that the system losses and unaccounted for water utility exceed 10%, a leak detection and repair program must be implemented as specified by the District.

37. The permittee shall implement the reuse of reclaimed water to the maximum extent when technically, economically, and envlronmentally feasible. The goal of this reuse by the permittee shall be to maximize the direct use of all available reclaimed water to meet irrigation needs in place of a higher quality water source (e.g. groundwater supply). Within two years of permit issuance, the Permittee must conduct a comprehensive reuse feasibility study to evaluate the technical and economic feasibility of supplying reclaimed water to potential customers in the area. This report, at a minimum, must include an evaluation of providing reclaimed water as an irrigation source for residential irrigation within Heathrow Country Estates and to the following potential customers - Neighborhood Lakes, Pine Meadow Golf Course, Mt. Dora Golf and Country Club, Black Bear Golf Course, Merry Gro Farms and Baucom's Nursery. A report detailing the results of the comprehensive reuse feasibility study must be ,ribmitted to the District for approval **wlfflllrtwo** years of permit issuance.

38. The permittee must submit a copy of the annual report required by the Florida Department of Environmental Protection (FDEP), plus supplemental information, to the District summarizing reclaimed water reuse activities. This report must be submitted to the District at the same time as required for submittal to FDEP. The report and supplemental Information shall include the following:

39. Description of the activities that have occurred during the previous year to Implement the reuse of reclaimed water;

40. Description of the status of all the permittee's reuse projects;

41. Quantity of reclaimed water flows generated by the permittee, quantity of reclaimed water provided to customers or other entitles for use in meeting irrigation demands, acreage irrigated with reclaimed water, and quantity of reclaimed water used for hayfield irrigation.

42. If, in any year, the actual volume of water withdrawn by the permittee equals 95 percent or more of the amount of water allocated for use by this permit, then the permlttee shall submit a report to the District that explains why the withdrawal of water by the permlttee equals 95
percent or more of the amount allocated for in this permit. The report shall evaluate the effect of the following on the volume of water withdrawn by the permittee:

a) Climatrc shortfalls (drought);
b) Greater than anticipated growth in the permittee's current or future service area;
c) inefficient usage within the service area;
d) Other factors that account for the withdrawal volume equaling 95 percent or more of the allocation.

The report must include a breakdown of the population currently being served by the permittee, an updated projection of anticipated population that will be served for the following year, an evaluation as to whether the permittee anticipates whether It will be able to meet the water needs of the revised projected population without violating the allocattons set forth in this permit, and a corrective action plan setting actions that the permittee intends to take if the evaluation indicates that allocations will be exceeded during the following year. The report must be submitted to the District by February 15th of the year following the year wherein the permittee experienced withdrawals of water that equals 95 percent or more of the amount of water allocated for use by this permit

43. All available lower quality sources of water including reclaimed water and storm water must be distributed for use, or used, by the County in place of higher quality water sources when deemed feasible pursuant to District rules and applicable state law.

44. The lowest quality water source, including reclaimed water and surface/storm water, must be used for each consumptive use supplied by the permittee when available except when the permlttee demonstrates that the use of the lower quality water source is not economically, environmentally, or technologically feasible.

45. The permittee must conduct an aquifer testing program as part of construction of the productions wells for this project. At a minimum, this testing program must Include the following:

a) Water quality sampl Ing during construction
b) Step..cfrawdown test on each well
c) 48-hour constant rate pumping test

46. I Hydrogeologic report do"'l:lfmenting well construction, aquifer perf6m,ance testing and water quality testing

The testing and analyses must be in conducted in accordance with the guidelines presented in Appendix F of the Applicant's Handbook and as described in the testing program received September 6, 2002 in support of the Temporary Consumptive Use Permit.

If it is determined, by District staff, that the use of Well No. 2, as a monitoring well, is unsatisfactory with respect to distance/time/drawdown relationships, a suitable observation well must be constructed within 100 feet of the pumping well and the constant rate test repeated.

District staff must be notified forty-eight hours prior to any aquifer performance testing event (step-drawdown and constant rate). A summary of drilling and testing activities must be prepared and submitted weekly (via e-mail is sufficient) for District review and comment. The final report documenting well construction, water quality, aquifer performance testing and analyses, and other evaluations and conclusions must be submitted to the District within- 45 days of aquifer performance test completion. If District staff determines that the results of the testing program do not support the assumptions made in the modeling effort,

the modeling effort will be repeated based on site-specific information.

· · · Notice or Rights

1. A person whose substantial interests are or may be determined has the right to request an administrative hearing by filing a written petition with the St. Johns River Water Management District (District), or may choose to pursue mediation as an alternative remedy under Sections 120.569 and 120.573, Florida Statutes, before the deadline for filing a petition. Choosing mediation will not adversely affect the rights to a hearing if mediation does not result in a settlement. The procedures for pursuing mediation are set forth in Sections120.569 and 120.57, Florida Statutes, and Rules 28-106.111 and 28-106.401-.405, Florida Administrative Code. Pursuant to Chapter 28-106 and Rule 40C-1.1007, Florida Administrative Code, the petition must be filed at the office of the District Clerk at District Headquarters, P. 0. Box 1429, Palatka, Florida 32178-1429 (4049 Reid St., Palatka, FL 32177) within twenty-six (26) days of the District depositing notice of District decision in the mail (for those persons to whom the District.mails-actual notice) or within twenty-one (21) days of newspaper publication of the notice of District decision (for those persons to whom the District does not mail actual notice). A petition must comply with Chapter 28-106, Florida Administrative Code.

2. If the Governing Board takes action which substantially differs from the notice of District decision, a person whose substantial interests are or may be determined has the right to request an administrative hearing or may choose to pursue mediation as an alternative remedy as described above. Pursuant to District Rule 40C-1.1007, Florida Administrative Code, the petition must be filed at the office of the District Clerk at the address described above, within twenty-six (26) days of the District depositing notice of final District decision in the mail (for those persons to whom the District mails actual notice) or within twenty-one (21) days of newspaper publication of the notice of its final agency action (for those persons to whom the District does not mail actual notice). Such a petition must comply with Rule Chapter 28-106, Florida Administrative Code.

3. A substantially interested person has the right to a formal administrative hearing pursuant to Section 120.569 and 120.57(1), Florida Statutes, where there is a dispute between the District and the party regarding an issue of material fact. A petition for formal must comply with the requirements set forth in Rule 28-106.201, Florida Administrative Code.

4. A substantially interested person has the right to an informal hearing pursuant to Sections 120.569 and 120.57(2), Florida Statutes, where no material facts are in dispute. A petition for an informal hearing must comply with the requirements set forth in Rule 28-106.301, Florida Administrative Code.

5. A petition for an administrative hearing is deemed filed upon delivery of the petition to the District Clerk at the District headquarters in Palatka, Florida.

6. Failure ta file a petition for an administrative hearing, within the requisite tfme frame shall constitute a waiver of the right to an administrative hearing (Section 28-106.111, Florida Administrative Code).

7. The right to an administrative hearing and the relevant procedures to be followed are governed by Chapter 120, Florida Statutes, and Chapter 28-106, Florida Administrative Coda and Section 40C-1.1007, Florida Administrativ Code.

Notice Of Rights

8. An applicant with a legal or equitable interest in real property who believes that a District permitting action is unreasonable or will unfairly burden the use of his property, has the right to, within 30 days of receipt of notice of the District's written decision regarding a permit application, apply for a special master proceeding under Section 70.51, Florida Statutes, by filing a written request for relief at the office of the District Clerk located at District headquarters, P. 0. Box 1429, Palatka, FL 32178-1429 (4049 Reid St., Palatka, Florida 32177). A request for relief must contain the information listed ln Subsection 70.51(6), Florida Statutes.

9. A timely filed request for relief under Section 70.51, Florida Statutes, tolls the time fQ . request an administrative hearing under paragraph no. 1 or 2 above (Paragraph - 70.51(10)(b), Florida Statutes). However; the filing of a request for an administrative hearing under paragraph no. 1 or 2 above waives the right to a special master proceeding (Subsection 70.51(10)(b), Florida StaMes).

10. Failure to file a request for relief within the requisite time frame shall constitute a waiver.
of the right to a special master proceeding (Subsection 70.51(3), Florida Statutes).

11. Any substantially affected person who claims that final action of the District constitutes . an unconstitutional taking of property without Just compensation may seek review of the action in circuit court pursuant to Section 373.617, Florida Statutes, and the Florida Rules of Civil Procedures, by filing an action in circuit court within 90 days of the rendering of the final District action, (Section 373.617, Florida Statutes). .

12. Pursuant to Section 120.68, Florida Statutes, a person who is adversely affected by final District action may seek review of the action in the District Court of Appeal by filing a notice of appeal pursuant to the Florida Rules of Appellate Procedure within 30 days of - the rendering of the final District action·.

13. A party to the proceeding before the District who claims that a District order,is inconsistent with the provisions and purposes of Chapter 373, Florida Statutes, may seek review of tha order pursuant to Section 373.114, Florida Statutes, by the Florida , Land and Water Adjudicatory Commission, by filing a request for review with the Commission and serving a copy on the Department of Environmental Protection and any person named in the order within 20 days of adoption of a rule or the rendering of the '.· District order.

14. For appeals to the District Court of Appeal, a District action is consldered rendered after it is signed on behalf of the District, and is filed by the District Clerk.

15. Failure to observe the relevant time frames for filing a petition for judicial review described in paragraphs #11 and #12, or for Commission review as described in paragraph #13, will result in.waiver of that right to review.

Notice Of Rights

Certificate of Service

I HEREBY CERTIFY that a copy of the foregoing Notice of Rights has bean sent by U.S. Mailto:

The City of Eustis
PO Drawer BB
Eustis, FL 32727-0068

o,-v--1

Division of Permit Data Services Gloria Lewis, Director

St. Johns River Water Management District Post Office Box 1429
Palatka, FL 32178-1429
(386) 329-4152

Permit Number: 85195

eoeard

PERMIT NO. 84879 **DATE ISSUED:** September 5, 2001
PROJECT NAME: City of Eustis Eastern Service Area

A PERMIT AUTHORIZING:

The District authorizes, as limited by the attached permit conditions, the use of 148.212 million gallons per year (0.406 million gallons per day, annual average) of groundwater from the Floridan aquifer to supply a projected population of 2,441 in 2008 for household, commercial/industrial, water utility, and unaccounted for types of use.

LOCATION:

Site: City of Eustis Eastern Service Area
Lake County

Section(s): 13 Township(s): 19S Range(s): 27E

ISSUED TO:

City of Eustis
PO Drawer 68
Eustis, FL 32727-0068

Permittee agrees to hold and save the St Johns River Water Management District and its successors harmless from any and all damages, claims, or liabilities which may arise from permit issuance. Said application, including all maps and specifications attached thereto, is by reference made a part hereof.

This permit does not convey to permittee any property rights nor any rights of privileges other than those specified herein, nor relieve the permittee from complying with any law, regulation or requirement affecting the rights of other bodies or agencies. All structures and works installed by permittee hereunder shall remain the property of the permittee.

This permit may be revoked, modified or transferred at any time pursuant to the appropriate provisions of Chapter 373, Florida Statutes and 40C-1, Florida Administrative Code.

PERMIT IS CONDITIONED UPON:

See conditions on attached "Exhibit A", dated September 5, 2007

AUTHORIZED BY: St. Johns River Water Management District
Department of Resource Management

By: Dwight Jenkins
Division Director

"EXHIBIT A"
CONDITIONS FOR ISSUANCE OF PERMIT NUMBER 84879 CITY OF EUSTIS
DATED SEPTEMBER 5, 2007

1. District Authorized staff, upon proper identification, will have permission to enter, inspect and observe permitted and related facilities in order to determine compliance with the approved plans, specifications and conditions of this permit.

2. Nothing in this permit should be construed to limit the authority of the St. Johns River Water Management District to declare a water shortage and issue orders pursuant to Section 373.175, Florida Statutes, or to formulate a plan for Implementation during periods of water shortage, pursuant to Section 373.246, Florida Statutes. In the event a water shortage, is declared by the District Governing Board, the permittee must adhere to the water shortage restriction as specified by the District, even though the specified water shortage restrictions may be inconsistent with the terms and conditions of this permit.

3. Prior to the construction, modificatfon, or abandonment of a well, the permittee must obtain a Water Well Construction Pennit from the St. Johns River Water Management District, or the appropriate local government pursuant to Chapter 40C-3, Florida Administrative Code. Construction, modification, or abandonment of a well will require modification of the consumptive use permit when such construction, modification or abandonment is other than that specified and described on the consumptive use permit application form.

4. Leaking or inoperative well casings, valves, or controls must be repaired or replaced as required to eliminate the **leak** or make the system fully operational.

5. Legal uses of water existing at the time of the permit application may not be interfered with by the consumptive use. If unanticipated interference occurs, the District may revoke the permit in whole or in part to curtail or abate the interference unless the permlttee mitigates for the interference. In those cases where other permit holders are l_dentified by the District as also contributing to the interference, the permittee may choose to mitigate in a cooperative effort with these other permittees. The permittee must submit a mitigation plan to the District for approval prior to implementing such mitigation.

6. Off-site land uses existing at the time of permit application may not be significantly adversely Impacted as a result of the consumptive use. If unanticipated significant adverse impacts occur, the District shall revoke the permit in whole or in part to curtail or abate the adverse impacts, unless the impacts can be mitigated by the permittee.

7. The District must be notified, in writing, within 30 days of any sale, conveyance, or other transfer of a well or facility from which the permitted consumptive use Is made or within 30 days of any transfer of ownership or control of the real property at which the permitted consumptive use Is located. All transfers of ownership or transfers of permits are subject to the provisions of section 40C-1.612, Florida Administrative Code.

8. A District-issued rdentlflcation tag shall be prominently displayed at each withdrawal site by permanently affixing such tag to the pump, headgate, valve or other withdrawal facility as provided by Section 40C-2.401, Florida Administrative Code. Permittee shall notify the District in the event that a replacement tag is needed.

9. If the pennittee does not serve a new projected demand located within the service area upon which the annual allocation was calculated, the annual allocation will be subject to modification.

10. The permittee must ensure that all service connections are metered.

11. All submittals made to demonstrate compliance with this permit must include the permit number 84B79 plainly labeled.

12. This permit will expire September 5, 2009.

13. Maximum annual ground water withdrawals from the Floridan aquifer from Well No. 1 (GRS Id. No. 34861), Well No. 2 (GRS Id. No. 34862), and Well No. 3 (GRS Id. No. 39240), as listed on the application, for household, commercial/industrial, water utility, and unaccounted for types of use must not exceed:

130.488 million gallons (0.358 million gallons per day, annual average) in 2007,
148.212 million gallons (0.406 million gallons per day, annual average) in 2008, and
141.224 million gallons (0.387 million gallons per day, annual average) in 2009.

14. Maximum daily ground water withdrawals from the Floridan aquifer from Well No. 1 (GRS Id. No. 34861), Well No. 2 (GRS Id. No. 34862), and Well No. 3 (GRS Id. No. 39240), as listed on the application, for essential type use (fire protection) must not exceed 5.040 million gallons during the term of this permit. A separate accounting of water used for fire protection must be maintained. Documentation of water used for fire protection must be submitted to the District within 30 days of each and every occurrence.

15. Well No. 1 (GRS Id. No. 34861) and Well No. 2 (GRS Id. No. 34862), as listed on the application, must continue to use in-line totalizing flow meters to monitor water use. These flow meters must maintain 95% accuracy, be verifiable and be installed according to the manufacturer's specifications.

16. Well No. 3 (GRS Id. No. 39240) shall be equipped with an in-line totalizing flow meter to monitor water use, prior to use. The flow meter must maintain 95% accuracy, be verifiable and be installed according to the manufacturer's specifications.

17. Documentation of proper meter installation (photograph and manufacturer specifications) shall be provided to the District within 30 days of meter installation.

18. Total withdrawals from Well No. 1 (GRS Id. No. 34861), Well No. 2 (GRS Id. Na. 34862), and Well No. 3 (GRS Id. No. 39240), as listed on the application must be recorded continuously, totaled monthly, and reported to the District at least every six months from the initiation of the monitoring using District Form No. EN-50. The reporting dates each year will be as follows:

Reporting Period	Report Due Date July 31 January 31
January - June July - December	

19. The permittee must maintain all flow meters. In case of failure or breakdown of any meter, the District must be notified in writing within 5 days of discovery. A defective meter must be repaired or replaced within 30 days of discovery.

20. The permittee must have all flow meters checked for accuracy no later than September 30, 2008 and recalibrated if the difference between the actual flow and the meter reading is greater than 5%. District Form EN-51 must be submitted to the District within 10 days of the inspection/calibration.

21. The permittee shall implement all features of the Water Conservation Plan that was submitted with its application on November 7, 2005 and amendments to the plan provided to the District on February 2, 2006, May 17, 2006, and June 11, 2007. A report that details the progress of plan implementation shall be submitted to the District on or before September 30, 2008.

22. The pem,ittee shaU continue to participate in the District's Water Conservation Partnership Campaign during the term of this permit.

23. The permlttee shall investigate the feasibiUty of installing reclaimed water lines to provide reclaimed water to residential customers in the area served by this pem,it A report of the investigation shall be submitted to the District for review and approval no later than December 31, 200B. At a minimum, the investigation shall evaluate the technologic feasibility, economic feasibility, and environmental feasibility of fnstalllng recla.lmed water lines to provide reclaimed water to residential customers In the area served by this pem,it. The feasibility investigation shall propose a schedule for implementation, unless the feasibility study demonstrates that such use is not economically, technologically, or environmentally feasible.

24. If, in any year, the actual volume of groundwater withdrawn by the permittee equals 95 percent or more of any of the amounts of water allocated for use by this permit, then the permittee shall submit a report to the District that explains why the withdrawal of water PY the permittee equals 95 percent or more of the amounts allocated in this permil The report shall evaluate the effect of the following on the volume of water withdrawn by the pemiittee:

a) Climatic shortfalls (drought);
b) Greater than anticipated growth in the permittee's service area;
c) Inefficient usage within the service area
d) Other factors that account for the withdrawal volume equaling 95 percent or more of the allocation.

The report must include a breakdown of the population currently being served by the permittee, an updated projection of anticipated population that will be served for the following year, an evaluation as to whether the permittee anticipates whether it will be able to meet the water needs of the revised projected population without violating the allocations set forth In this permit, and a corrective action plan setting actions that the permittee intends to take if the evaluation indicates that allocations will be exceeded during the following year. The report must be submitted to the District by February 15 of the year following the year during which the permittee experienced withdrawals of water that equals 95 percent or more of the amount of water allocated for use by this permit.

25. The pem,ittee must implement the following in accordance with the schedule set herein.

a. No later than September 3, 2008, permittee shall identify viable, potential water supply

partners including those that could provide alternative water supplies or partner with the permittee in the development of alternative water supplies. In addition, permittee shall identify potential alternative water supply projects that could be implemented with these partners to secure the quantities of water necessary to meet permittee's projected demands through 2025 without unacceptable impacts to water resources and related natural systems. Permittee shall contact these potential partners to determine the viability of developing partnership agreements with them for the identified potential water supply projects. A written description of the potential partners and projects along with a description of the contacts between permittee and the potential partners and the viability of the development of partnership agreements shall be submitted to the District also no later than September 3, 2008.

b. No later than July 29, 2009, permittee shall prepare and submit to the District for review, a comprehensive written report of an evaluation of the technologic, economic, and environmental feasibility of implementing the identified viable projects and partnerships. The evaluations reported shall be performed to acceptable professional standards.

26. The lowest quality water source, including reclaimed water, surface water and storm water, must be used for each consumptive use supplied by the permittee when available, except where the permittee demonstrates that the use of the lower quality water source is not economically, environmentally, or technologically feasible.

27. The permittee's consumptive use shall not adversely impact wetlands, lakes, and spring flows or cause or contribute to a violation of minimum flows and levels adopted in Chapter 40C-8, F.A.C., except as authorized by an SJRWMD-approved minimum flow or level (MFL) recovery strategy. If unanticipated adverse impacts occur, the SJRWMD shall revoke the permit in whole or in part to curtail or abate the adverse impacts, unless the impacts can be mitigated by the permittee.

Notice Of Rights

1. A person whose substantial interests are or may be affected has the right to request an administrative hearing by filing a written petition with the St. Johns River Water Management District (District). Pursuant to Chapter 28-106 and Rule 40C-1.1007, Florida Administrative Code, the petition must be filed (received) either by delivery at the office of the District Clerk at District Headquarters, P. 0. Box 1429, Palatka Florida 32178-1429 (4049 Reid St., Palatka, FL 32177) or by e-mail with the District Clerk at Clerk@stwmd.com. within twenty-six {26) days of the District depositing notice of District decision in the mail (for those persons to whom the District mails actual notice), within twenty-one (21) days of the District emailing notice of District decision (for those persons to whom the District emails actual notice), or within twenty-one (21) days of newspaper publication of the notice of District decision (for those persons to whom the District does not mail or email actual notice}. A petition must comply with Sections 120.54{5)(b)4, and 120.569(2)(c}, Florida Statutes, and Chapter 28-106, Florida Administrative Code. The District will not accept a petition sent by facstmile (fax), as explained in paragraph no. 5 below. Mediation pursuant to Section 120.573, Florida Statutes, is not available.

2. If the Governing Board takes action that substantially differs from the notice of District decision, a person whose substantial interests are or may be affected has the right to request an administrative hearing by filing a written petition with the District, but this request for administrative hearing shall only address the substantial deviation. Pursuant to Chapter 28--106 and Rule 40C-1.1007, Florida Administrative Code, the petition must be filed (received) at the office of the District Clerk *at* the mail/street address or email address described in paragraph no. 1 above, within twenty-six (26) days of the District depositing notice of final District decision In the mail (for those persons to whom the District mails actual notice), within twenty-one (21) days of the District emailing the notice of final District decision {for those persons to whom the District emails actual notice), or within twenty-one (21) days of newspaper publication of the notice of final District decision {for those persons to whom the District does not mall or email actual notice). A petition must comply with Sections 120.54(5){b}4. and 120.569{2)(c), Florida Statutes, and Chapter 28-106, Florida Administrative Code. Mediation pursuant to Section 120.573, Flortda Statutes, is not available.

3. A person whose substantial interests are or may be affected has the right to a formal administrative hearing pursuant to Sections 120.569 and 120.57(1), Florida Statutes, where there is a dispute between the District and the party regarding an issue of material fact. A petition for formal hearing must arso comply with the requirements set forth in Rule 28-106.201, Florida Administrative Code.

4. A person whose substantial interests are or may be affected has the right to an informal administrative hearing pursuant to Sections 120.569 and 120.57(2), Florida Statutes, where no material facts are in dispute. A petition for an informal hearing must also comply with the requirements set forth in Rule 28-106.301, Florida Administrative Code.

Notice Of Rights

5. A petition for an administrative hearing is deemed filed upon receipt of the complete petition by the District Clerk at the District Headquarters in Palatka, Florida. Petitions received by the District Clerk after 5:00 p.m., or on a Saturday, Sunday, or legal holiday, shall be deemed filed as of 8:00 a.m. on the next regular District business day. The District's acceptance of petitions filed by e-mail is subject to certain conditions set forth in the District's Statement of Agency Organization and Operation (issued pursuant to Rule 28-101.001, Florida Administrative Code), which is available for viewing at www.sjrwmd.com. These conditions include, but are not limited to, the petition being in the fonn of a PDF file and being capable of being stored and printed by the District. Further, pursuant to the District's Statement of Agency Organization and Operation, attempting to file a petition by facsimile is prohibited and shall not constitute filing.

6. Failure to file a petition for an administrative hearing within the requisite time frame shall constitute a waiver of the right to an administrative hearing. (Rule 28-106.111, Florida Administrative Code).

7. The right to an administrative hearing and the relevant procedures to be followed are governed by Chapter 120, Florida Statutes, Chapter 28-106, Florida Administrative Code, and Rule 40C-1.1007, Florida Administrative Code. Because the administrative hearing process is designed to formulate final agency action, the filing of a petition means the District's final action may be different from the position taken by it in this notice. A person whose substantial Interests are or may be affected by the District's final action has the right to become a party to the proceeding, in accordance with the requirements set forth above.

8. A person with a legal or equitable interest in real property who believes that a District permitting action is unreasonable or will unfairly burden the use of their property, has the
right to, within 30 days of receipt of the notice of District decision regarding a permit application, apply for a special magistrate proceeding under Section 70.51, Florida Statutes, by filing a written request for relief at the Office of the District Clerk located at District Headquarters, P. 0. Box 1429, Palatka, FL 32178-1429 (4049 Reid St., Palatka, FL 32177). A request for relief must contain the information listed in Subsection 70.51(6), Florida Statutes. Requests for relief received by the District Clerk after 5:00 p.m., or on a Saturday, Sunday, or legal holiday, shall be deemed filed as of 8:00 a.m. on the next regular District business day.

9. A timely filed request for relief under Section 70.51, Florida Statutes, tolls the time to request an administrative hearing under paragraph nos. 1 or 2 above. (Paragraph 70.51(10)(b), Florlda Statutes). However, the filing of a request for an administrative hearing under paragraph nos. 1 or 2 above waives the right to a special magistrate proceeding. (Subsection 70.51(10)(b), Florida Statutes).

10. Failure to file a request for refief within the requisite time frame shall constitute a waiver of the right to a special magistrate proceeding. (Subsection 70.51(3), Florida Statutes).

Notice Of Rights

11. Any person whose substantial interests are or may be affected who claims that final action of the District constitutes an unconstitutional taking of property without just compensation may seek review of the action in circuit court pursuant to Section 373.617, Florida statutes, and the Florida Rules of Civil Procedures, by filing an action in circuit court within 90 days of rendering of the final District action, (Section 373.617, Florida Statutes).

12. Pursuant to Section 120.68, Florida Statutes, a party to the proceeding before the District who Is adversely affected by final District action may seek review of the action in the District Court of Appeal by fifing a notice of appeal pursuant to Rules 9.110 and 9.190, Florida Rules of Appellate Procedure, within 30 days of the rendering of the final District action.

13. A party to the proceeding before the District who claims that a District order is inconsistent with the provisions and purposes of Chapter 373, Florida Statutes, may seek review of the order pursuant to Section 373.114, Florida Statutes, by the Florida Land and Water Adjudicatory Commission, by filing a request for review-wfth the Commission and serving a copy on the Florida Department of Environmental Protection and any person named in the order within 20 days of the rendering of the District order.

14. A District action is considered rendered, as referred to in paragraph nos. 11, 12, and 13 above, after it is signed on behalf of the District, and is filed by the District Clerk.

15. Failure to observe the relevant tlme frames for filing a petition for judicial review as described in paragraph nos. 11 and 12 above, or for Commission review as described in paragraph no. 13 above, will result In waiver of that right to review,

Notice Of Rights

Certificate of Service

I HEREBY CERTIFY that a copy of the foregoing Notice of Rights has been sent by U.S. Mail to:

City of Eustis
PO Drawer68
Eustis, FL 32727-0068

At 4:00 p.m. thisii"tt"il"day of September, 2007.

f3,,tl

_____

Division of Permit Data Services Gloria Lewis, Director

St. Johns River Water Management District Post Office Box 1429
Palatka, FL 32178-1429
(386) 329-4152
Permit Number. 84879

~~**APPENDIX B**~~

~~Economic Impact Statement~~

EUSTIS
ECONOMIC IMPACT STATEMENT

Describe Project/Proposal

The purpose of this amendment is to comply with Year 2002 legislation to amend the local comprehensive plans to include a ten-year water supply plan as part of the Potable Water Element and make other amendments as required/needed. The goal is to ensure that long-term planning for needed water supplies and facilities matches current planning activities and development approvals.

Describe the Direct Economic Impact of the Project/Proposal upon the Operation of the County

There is no direct economic impact as a result of this amendment beyond normal facility planning for future growth. These amendments simply extend the City's normal five-year planning period for water facilities to a ten-year period.

Describe the Direct Economic Impact of the Project/Proposal upon the Property OwnersfTax Payers/Citizens who are Expected to be Affected

There is no direct economic impact as a result of this amendment to the property owners/tax payers/citizen of this City beyond normal facility planning for future growth.

Identify Any Potential Indirect Economic Impacts, Positive or Negative, Which Might OccuJ as a Result of the Adoption of the Ordinance

The extended planning horizon and potential for coordination with local and regional water supplies and users is expected to have a neutral-to-positive economic impact.

Citation

None.

~~APPENDIXC~~

~~Previous Alternate Water Source Letters~~

City of Eustis
P.O. Drawer68 • Eustis, Florida 32727-0068 • (352) 483-5430

September 3, 2008

Bill Adams
Division ofWater Use Regulation
St. Johns River Wat.er Management Dist 975 Keller Rd
Maitland FL 32714-1618

RE: Consumptive Use Permit #2634/ Condition No. 27a Dear Mr. Adams,

In accordance with the CUP No. 2634, Condition No. 27a, the potentiaJ Alternative Water Supply (AWS) Partners and Projects being considered by the City of Eustis are as follows:

The City Commission approved a "letter of intent" (LOI) to Seminole County on September 6, 2007 for the proposed Seminole County Regional Water Treatment Facility (SCRWfF) at Yankee Lake. The LOI is not legally binding but was required by Seminole County to evaluate the costs for the construction, operation and maintenance of the potential AWS project. The LOI also allows the City to participate in negotiating the Capacity Reservation Agreement (CRA).

The City continues to attend the Cooperator's Meetings, is participating in the late.st draft of the Master Capacity Rights Partnership Agreement and planning to meet with representatives from Seminole County to discuss the latest developments.

In the event the proposed SCRWfF at Yankee Lake project for whatever reason becomes-'"not feasible", the City may pursue the Coquina Coast Seawater Desalination Project as a viable option.

The City of Eustis is currently conducting a feasibility study through Boyle Engineering to investigate using a minimwn of 2 million gallons per day of surface water from Lake Yale and Lake Eustis for the purpose of offsetting groundwater demands within the City's service area. This feasibility study is a requirement of Condition #22 of CUP No. 2634. We are also pursuing a partnership with neighboring cities of Mount Dora and Tavares to expand the study to include the whole Harris Chain of Lakes as a possible source for an **AWS.**

If you have any questions feel free to contact me at (352) 483-5480

Sincerely,

Donald F. Stearns, P.E.
Public Utilities Director/City Engineer

Cc: Paul Berg, City Manager
Erwin Gajentan, Director of Water Larry Konieczko, P.E.

~~EXHIBIT D~~

CONSERVATION ELEMENT

~~GOALS, OBJECTIVES AND POLICIES~~

GOAL CON 1: AIR AND WATER RESOURCES

Promote the attainment and preservation of clean air and water in the Eustis Planning Area.

OBJECTIVE CON 1.1: WATER AND AIR QUALITY

To assist federal, state, regional, and county efforts on an ongoing basis to improve water and air quality within prescribed standards and compliance schedules.

Policy CON 1.1.1: Water Quality Permit Requirements

The City shall continue to mandate that applicants meet all applicable permit requirements relating to water quality, including those of the ~~St. Johns River Water Management District~~SJRWMD and ~~Florida Department of Environmental Protection~~FDEP, as provided for in the land development review procedures in the ~~Land Development Regulations~~ LDR.

Policy CON 1.1.2: Water Quality Program

The City shall, on a continuing basis, participate in discussions with Lake County, the Lake County Water Authority, and the ~~St. Johns River Water Management District~~ SJRWMD leading to the design and implementation of a program to monitor water quality in key lakes in the planning area and the establishment of joint stormwater runoff management and waste disposal guidelines and improvement programs.

Policy CON 1.1.3: Growth Control Programs for Invasive Aquatic Weeds

The City shall continue to participate in discussions with the Lake County Water Authority, the ~~St. Johns River Water Management District~~SJRWMD, and/or the ~~Florida Department of Environmental Protection~~FDEP leading to design and implementation of programs to control growth of invasive aquatic weeds in local lakes and waterways.

Policy CON 1.1.4: Floodplains

Land development shall not be permitted in the 100-year floodplain unless the following criteria are met:

a. Public wastewater service is provided. Alternatively, on-site sanitary sewer ~~waste~~ disposal may be used only where it is permittable by state and local agencies having jurisdiction and where public sewer service is unavailable and is not included in the current five-year ~~Capital Improvements Program~~CIP;
b. Gross residential density is less than two units per acre;
c. Public water service is provided;
d. Wetlands and other designated environmentally sensitive resources are not displaced;

e. Impervious surfaces in a development, including road pavement, are limited to 25 percent; and
f. There is no net loss of flood storage capacity.

Policy CON 1.1.5: Lakeshore Development Limitations

The ~~Land Development Regulations~~LDR shall continue to limit development in areas near lake shorelines, as follows:

a. Erosion control plans will be required for all subdivisions and building sites in areas within 400 feet ~~from~~ of lake shorelines, including provisions for retaining trees and other natural vegetative cover. Ground disturbing activities will be minimized in all cases.
b. No net loss of 100-year flood storage area or wetlands function will be permitted.
c. On-site waste disposal methods may be permitted in these areas, ~~[but(~~ only within the front yard ~~(the yard~~ furthest from the lake)~~]~~ provided that soil conditions are acceptable (see Policy CON 2.1.1), no practical connection to a public system can be made, and disposal facilities are placed not closer to the mean high water line of a lake than 100 feet. The 100 ft. setback does not apply to lots that do not have sufficient depth to meet the 100 ft. setback and that were platted and recorded as of July 1, 2010, provided that the on-site disposal facility is located as far as possible from the mean high water line in accordance with the other provisions of this policy.
d. Subdivisions having more than 10 lots will be required to install dry lines for future connection to a public sewer system where such connection is scheduled or can be made realistically within five years from preliminary plat approval.

Policy CON 1.1.6: Public Sewer Service to High Recharge Areas

The C~~c~~ity will continue to implement its phased program to provide public sewer service in high recharge areas, in designated wellhead protection areas, and to developed and developing areas within 400 feet of lake shorelines where such service is not presently available, provided that such service extensions are found to be economically feasible or otherwise determined to be necessary to maintain water quality. When service is available in these areas, the C~~c~~ity will mandate connection to the public sewer system.

Policy CON 1.1.7: Development Regulation within High Recharge Areas

The City shall continue to regulate development within high recharge areas and designated wellhead protection areas of public water supply wellheads as follows:

a. At a minimum, conform to Rule 62-521, FAC (Wellhead Protection) adopted by the ~~Florida Department of Environmental Protection~~FDEP

b. regarding types of restrictions within designated wellhead protection areas;
c. Limit impervious surface areas, including roofs and pavement, in high recharge areas and designated wellhead protection areas, except that impervious cover factors may be increased for infill locations in already developed areas of the same or greater intensity; and
d. On-site waste disposal methods may be used only where permittable by state and local agencies having jurisdiction and where public sewer service is unavailable and is not included in the current five-year ~~Capital Improvements Program~~CIP.

High recharge areas are generally identified in Map #12 and Designated Wellhead Protection Areas are generally those set forth in Map #5. Specific site information will determine actual applicability.

Policy CON 1.1.8: Air Quality

The City shall coordinate with adjacent municipalities and Lake County to comply with or exceed air quality standards established by ~~the Florida Department of Environmental Protection (~~FDEP~~)~~, including the following actions:

a. Through the adopted ~~land development regulations~~LDR and the development review and approval process, regulate uses to prevent adverse impacts to air quality.
b. Through enforcement of building codes, provide proper ventilation and restrict use of hazardous construction materials in order to promote safe indoor air quality.

Policy CON 1.1.19: Protection and Replanting of Trees

The City shall maintain provisions in the ~~Land Development Regulations~~LDR for the protection and replanting of trees on public property as natural air pollution filters in the community.

OBJECTIVE CON 1.2: STORMWATER MANAGEMENT

To ~~take actions on a continuing basis to~~ improve local surface water quality through implementation of ~~Best Management Practices~~BMP and regulations to minimize potential nonpoint pollution sources in accordance with the policies below.

Policy CON 1.2.1: Drainage Program

The City shall participate on a continuing basis in discussions with Lake County, the Lake County Water Authority, the ~~St. Johns River Water Management District~~SJRWMD, the ~~Florida Department of Transportation~~FDOT, and others leading to a program which (1) establishes reasonable and effective standards and procedures which can be applied to existing developed areas as a basis for individual or joint

improvement programs designed to correct deficiencies and (2) delineates

intergovernmental solutions to drainage problems in these areas. Such a program will also address or include:

a. Determination of those basins, subbasins, and waterbodies in the City or Eustis Planning ~~a~~Area to be included;
b. Improvement of existing drainage in unincorporated sections of the planning area; and
c. Establishment of a system to monitor the quality of discharges into receiving waters using certain pollution indicators.

Policy CON 1.2.2: Correction of Existing Drainage Deficiencies

The City will participate, on an ongoing basis, (based on facts and needs determined using the process outlined in Policy CON 1.2.1 above) in the correction of existing drainage deficiencies, including remediation of surface water pollution from urban runoff, consistent with the requirements of Rule 62-40.0420, FAC through the following actions:

a. Establishment of ~~Best Management Practices (~~BMP~~s)~~ applicable to existing areas of development and
b. Improvement of facilities as recommended in the ~~2005 Update to the~~2014 Master Stormwater Plan and any subsequent updates.

Policy CON 1.2.3: Best Management Practices for Surface Water Quality

The City shall implement ~~Best Management Practices (~~BMP~~s)~~ on an ongoing basis to improve surface water quality through the ~~Land Development Regulations~~LDR and through public improvements as scheduled in the annually updated five-year ~~Capital Improvements Program~~CIP commensurate with the availability of funds through the stormwater utility, grants from other levels of government, and other sources. Such BMP~~s~~, based on recommendations contained in the ~~2002~~ 2014 Master Stormwater Plan ~~, the 2005 Update,~~ and any subsequent updates shall include, where appropriate:

a. Reverse berms in areas where existing drainage facilities outlet directly into lakes;
b. Dry retention/detention basins for soils with good percolation;
c. Wet retention/detention basins for soils with high water table characteristics and poor percolation;
d. Construction of roadway swales;
e. Exfiltration trenches;
f. Use of wetland systems;
g. Use of grass inlets;
h. Multi-component sedimentation/filtration retention/detention ponds; and

i. Vegetative swales, landscaped bump-outs, and bio-retention systems

Policy CON 1.2.4: Mitigation of Stormwater Impacts

The City shall, on a continuing basis, implement a phased multi-year program of improvements needed to mitigate existing runoff impacts commensurate with available local, state, and federal funding. The City will aggressively seek outside support in the form of grants from ~~the Florida Department of Transportation~~FDOT, ~~Florida Department of Environmental Protection,~~FDEP the ~~St. Johns River Water Management District~~SJRWMD, and the Lake County Water Authority for the implementation of this program.

Policy CON 1.2.5: LOS Standards for New Development

The City shall adopt ~~level of service (~~LOS~~)~~ standards principally applicable to new development as follows:

a. Rate of Discharge. The post-development peak rate of discharge shall not exceed predevelopment conditions based on a 50-year, 24- hour storm for areas having positive drainage outfall, and a 100-year, 24-hour storm for areas which do not have positive drainage outfall.
b. Volume of Discharge. The post-development volume of discharge shall not exceed predevelopment conditions based on a 100-year, 24- hour storm for certain drainage basins identified in the 1990 Stormwater Facilities Study. Volumes of discharge for other basins may meet lesser requirements to be determined.
c. Retention/Detention. Minimum on-site retention/detention for pollution abatement purposes shall be as determined by the ~~St. Johns River Water Management District (~~SJRWMD~~)~~ per Rule 40C-42, FAC.

Policy CON 1.2.6: Requirements for Water Quality Standards for Stormwater Discharge

The City shall adopt the requirements of Rule 62-25, FAC for water quality standards for stormwater discharge for all new and existing stormwater management systems. As part of this adoption by reference, the City includes the following clarifications and exceptions:

a. The City does not mandate that existing facilities must be retrofitted to meet these standards. Such retrofitting will be accomplished through the funding constraints of the City's stormwater utility and other revenue sources.
b. Stormwater management systems which satisfy the appropriate state or regional regulatory design and performance criteria are deemed to satisfy the stormwater discharge water quality standards.
c. Stormwater management systems that comply with adequate locally or regionally established level of service standards shall also be deemed to satisfy the stormwater discharge water quality standards.

d. The City of Eustis may, at its discretion, allow exemptions to the stormwater management water quality standards to the extent that

e. such appear in state or regional stormwater management water quality laws or regulations.

This policy does not mandate that the City conduct water quality sampling or testing of stormwater discharge receiving waters to implement the standards of the policy.

Policy CON 1.2.7: Provision of Public Sewer Service to Lake Shoreline Areas

The City shall initiate, in accordance with the final rules resulting from the implementation of the Wekiva Parkway and Preservation Act, a phased program to provide public sewer service to developed and developing areas within 400 feet of lake shorelines where such service is not presently available, provided that such service extensions are found to be economically feasible or otherwise determined to be necessary to maintain water quality. When service is available in these areas, the City will mandate connection to the public sewer system.

OBJECTIVE CON 1.3: GROUNDWATER PROTECTION

To continue to protect the integrity of groundwater resources in the community through the implementation of design standards (performance and technical) and operating standards including ~~Best Management Practices (~~BMPs~~)~~ regarding water consumption and location of development in relation to high recharge areas and designated wellhead protection areas.

Policy CON 1.3.1: Development Regulation within Wellhead Protection Areas and High Recharge Areas

The City shall continue to regulate development within designated wellhead protection areas of public water supply wellheads and in high recharge areas as follows:

a. At a minimum, conform to Rule 62-521, FAC (Wellhead Protection) adopted by the ~~Florida Department of Environmental Protection~~FDEP regarding types of restrictions within designated wellhead protection areas;
b. Limit impervious surface areas, including roofs and pavement, in high recharge areas and designated wellhead protection areas, except that impervious cover factors may be increased for infill locations in already developed areas of the same or greater intensity; and
c. On-site waste disposal methods may be used only where permittable by state and local agencies having jurisdiction and where public sewer service is unavailable and is not included in the current five-year ~~Capital Improvements Program~~CIP.

The general high recharge areas to which this policy will apply are included

as a part of the Future Land Use map series in Map #12 Wekiva Study Area: Most Effective Undeveloped Recharge Areas. These areas shall be

reviewed with local jurisdictions as a basis for interlocal cooperation and agreements regarding regulation of development of environmentally sensitive lands. Designated wellhead protection areas are generally included as a part of the Future Land Use map series in Map #5 Designated Water Wellhead Protection Areas and accepted by the City of Eustis. Site specific evaluation must verify areas as high recharge or wellhead protection to determine applicability.

OBJECTIVE CON 1.4: WATER CONSERVATION

~~To continue to implement water conservation measures to~~ Rreduce per capita consumption of potable water supplies and depletion of groundwater resources during times of drought, based on the specific policies and timetables set forth below.

Policy CON 1.4.1: Installation of Low Volume Plumbing Fixtures in New and Renovated Buildings

The City shall, through the City's Building code, continue to require the installation of low volume plumbing fixtures in new and renovated buildings.~~, consistent with requirements of the State Water Conservation Act (Chapter 553.14, FS).~~

Policy CON 1.4.2: Leak Detection and Correction Program

The City shall, on an ongoing basis, implement a leak detection and correction program for the City's water system and schedule needed improvements through the annually updated five-year ~~Capital Improvements Program~~CIP.

Policy CON 1.4.3: Water Conservation Programs

The City shall, on an ongoing basis, cooperate with the ~~St. Johns River Water Management District~~SJRWMD in implementing educational and regulatory programs related to water conservation, including enforcement of periodic water consumption restrictions.

Policy CON 1.4.4: Water Use Rate Structure

The City shall review local water consumption trends no less frequently than biannually and, as needed, adjust the C~~c~~ity's water use rate structure accordingly to maintain per capita consumption at or below previous levels.

Policy CON 1.4.5: Programs for Recycled Non-Potable Water Sources

The City shall continue to expand programs using recycled non-potable water sources for irrigation of public and private properties, including grey water, collected runoff, and treated effluent.

Policy CON 1.4.6 Criteria for Reuse of Stormwater

The City shall~~, by 2015 establish~~ maintain criteria for reuse of stormwater for irrigation purposes and supplementation of reclaimed water through its Reclaimed Water Master Plan.

OBJECTIVE CON 1.5: WEKIVA SPRINGS WATER CONSERVATION/RESOURCES

To conserve water and protect the Wekiva spring system and groundwater and surface water resources of the Wekiva Springs Overlay Protection District.

Policy CON 1.5.1: Landscape Best Management Practices

The City shall require the use of landscaping ~~Best Management Practices~~BMP as described in ~~*Guidelines for Model Ordinance Language for Protection of Water Quality and Quantity Using Florida Friendly Lawns and Landscapes*~~*Model Ordinance for Florida-Friendly Fertilizer Use on Urban Land* (Florida Department of Environmental Protection, ~~September 2, 2003~~2015).

Policy CON 1.5.2: Landscaping at City Facilities

The City shall manage existing and future lawns and landscapes at all City facilities using the educational guidelines contained in the University of Florida Extension's Florida Yards and Neighborhoods Program, Environmental Landscape Management ~~(ELM)~~ principles, and ~~Best Management Practices~~BMP.

Policy CON 1.5.3: Best Management Practices Education

The City shall continue to coordinate with other local governments to develop and maintain programs to educate and encourage homeowners and private land-owners to use ~~Best Management Practices~~BMP to protect natural habitat and to protect the quality and quantity of surface and groundwater resources within the Wekiva Springs Overlay Protection District.

Policy CON 1.5.4: Landscaping and Lawn Care Certification

The City shall encourage homeowners to be responsible in the application of fertilizers and pesticides, especially within the Wekiva Springs Overlay Protection District.

GOAL CON 2: LAND, VEGETATION, AND WILDLIFE RESOURCES

Protect and conserve environmentally sensitive resources, including soils, wetlands, woodlands, and other resources which provide habitat for endangered, threatened, and rare species of plants and wildlife and other important ecological functions.

OBJECTIVE CON 2.1: SOILS

To prevent soil erosion, on an ongoing basis, by recognizing soil limitations for development and requiring the utilization of ~~Best Management Practices (~~BMPs~~)~~.

Policy CON 2.1.1: Use of Septic Systems

The City shall continue to regulate the use of septic systems for on-site waste disposal in accordance with Florida Statutes and the requirements of ~~FAC rule~~Rule 64E-~~-~~6 FAC. On-site sub-surface waste disposal methods may be used only where permittable by state and local agencies having jurisdiction and where public service is unavailable and not included in the Five-~~-~~Year ~~Capital Improvements Element~~CIP at the time of application.

No on-site subsurface waste disposal is permitted in areas having the soil types listed below, except for existing lots-of-record of not less than 25,000 square feet and provided that the on-site disposal method is permittable by state and local agencies having jurisdiction under Florida Statute.

a. Anclote
b. Manatee
c. Iberia
d. Felda
e. Oklawaha
f. Placid
g. Pelham
h. Ocoee
i. Pompano
j. Iberia and Manatee
k. Anclote and Myakka
l. Swamp
m. Placid and Myakka
n. Emeralda
o. Myakka and Placid
p. Fellowship
q. Brighton
r. Montverde

Policy CON 2.1.2: Erosion Prevention

The City shall continue to provide for, in the ~~Land Development Regulations~~LDR, standards, site plan review procedures, and ~~Best Management Practices~~BMP to prevent soil erosion and loss during construction on and occupancy of a site, including provisions which address the following:

a. Density and land coverage in areas having highly erodible soils.

b. Time period between site clearance and initiation of construction standards for tree protection and removal;
c. Time period between completion of construction and replanting, sodding, or seeding the site; and
d. Submittal of soil removal and erosion prevention plans for all major subdivisions and developments, as defined in the ~~Land Development Regulations~~LDR, including procedures for removal of vegetation, temporary soil stockpiling, and soil stabilization.

OBJECTIVE CON 2.2: MINERAL RESOURCES

To promote, on an ongoing basis, the conservation and commercial use of locally available mineral resources in an environmentally acceptable manner.

Policy CON 2.2.1: Extraction of Mineral Resources

The City may permit the extraction of mineral resources in Agricultural (AG) land use areas, provided that:

a. Compatibility with existing and potential development can be shown in terms of the character, phasing, and buffering of the proposed mineral extraction activities;
b. Compatibility with existing and potential development can be shown in terms of access to the proposed mineral extraction activities;
c. The activity meets all applicable licenses, regulations, and standards and is permittable by state agencies having jurisdiction; and
d. Excavation, erosion control, and reclamation plans are submitted and provide for the protection of surface and groundwater resources, wetlands, and upland habitat areas (or their mitigation) and for the productive reuse of land after excavation is discontinued.

OBJECTIVE CON 2.3: WETLANDS

To continue to preserve the integrity of locally and regionally significant wetland communities from urban encroachment and degradation through the ~~Land Development Regulations~~LDR and ~~Best Management Practices~~BMP.

Policy CON 2.3.1 Wetland Protection

The City shall continue to protect the natural functions provided by wetlands by first directing incompatible uses away from wetlands, and then by requiring conservation easements, setbacks/buffers, and/or mitigation consistent with the Uniform Mitigation Assessment method used by the ~~St. John's River Water Management District.~~SJRWMD

Policy CON 2.3.2: Wetland Mitigation

The City shall consider wetland alteration with mitigation only as a last resort, and only if the City determines that encroachment in the wetland is the least damaging alternative and no practicable on-site alternative exists. Such mitigation activities should replace similar habitat and function~~,~~ and shall result in no net loss of wetland functions as determined by SJRWMD. Preservation of upland habitat may be considered in certain instances if deemed appropriate by the City but shall not result in a net loss of wetland functions.

Policy CON 2.3.3: Wetland Encroachment

In determining whether an encroachment in the wetland is the least damaging to the wetland and that no practicable on-site (or when in same ownership, adjacent off-site) alternative exists, the City shall evaluate the following:

a. The land use category according to the ~~Future Land Use Map (~~FLUM~~)~~ series of the site and surrounding parcels;
b. Alternative designs which could accomplish the purpose of providing a minimal, reasonable, beneficial use including the encroachment on the wetland of such alternative design;
c. The degree of impact to the wetlands; and
d. The quality of the wetland and the wetland functions being served by the area proposed to be encroached upon.
e. The requirements applied by SJRWMD through the permitting process.

Policy CON 2.3.4: Wetland Buffer

The City shall require, for all natural, protected wetlands, an undisturbed upland buffer consistent with SJRWMD requirements. The size of the buffer shall vary in proportion to the ecological value of the adjacent wetland. The wetland classes are as follows:

a. Isolated – on-site wetlands entirely isolated hydrologically from off-site wetlands and not considered waters of the state
b. Non-isolated – on-site wetlands that are connected hydrologically to off-site wetlands, but not through permanently standing water.
c. Stream or lake – on-site wetlands which are riparian or otherwise connected to off-site wetlands via permanent bodies of water.

The minimum and average size buffers are as follows:

Type	Average width	Minimum width
Isolated	25 ft.	10 ft.
Non-isolated	35 ft.	15 ft.
Stream/lake	50 ft.	35 ft.

Policy CON 2.3.5 Enforcement

The City shall continue to enforce and apply all special Federal, State, and local provisions that relate to the protection of wetlands and their functions.

OBJECTIVE CON 2.4: WILDLIFE

To protect, on a continuing basis, locally significant habitat for endangered, threatened, and rare species of terrestrial and aquatic animals.

Policy CON 2.4.1: Development Application Requirements

The City shall, on an ongoing basis, require applications for major subdivisions and developments requiring site plan approval to identify locally significant habitat areas potentially impacted by proposed development and include a plan and procedures for avoiding or mitigating potential impacts. Criteria and requirements will include:

a. Use of some Florida Friendly vegetation in landscape plans and limitations on tree removal in accordance with the City's landscape and tree protection regulations and the minimum open space standards set forth under Objective 1.4 of the Recreation and Open Space Element;
b. Minimum setbacks for land clearing and building construction activities from high water lines of lakes and waterways; and
c. Retention of some native vegetation and open space for habitat maintenance and wildlife corridors, in accordance with policies under Objective 1.4 of the Recreation and Open Space Element.

OBJECTIVE CON 2.5: OPEN SPACE/ENVIRONMENTAL PROTECTION

To conserve open space in the Eustis Planning Area for passive recreation use and natural beauty consistent with the Future Land Use and Recreation and Open Space elements.

Policy CON 2.5.1: Required Open Space

The City shall establish minimum open space standards by limiting the amount of impervious coverage for each future land use designation, where applicable, through the Future Land Use Element Appendix.

Policy CON 2.5.2: Reservation and Maintenance of Open Space

The City shall allow clustering of development in subdivisions or developments exceeding 5 acres in size to provide for the reservation and maintenance of common open spaces.

Policy CON 2.5.3: Open Space Maintenance

The City may accept jurisdiction for a dedicated common open space area where it finds the following:

a. Public recreational opportunities are lacking and the site is well located to meet local needs based on adopted levels of service;
b. The site is accessible for both public use and maintenance;
c. Public access to and use of the site will be compatible with the proposed development and surrounding land uses; and
d. Funding can be accommodated within normal budgeting processes and limitations and insurance liabilities are maintained within reasonable limits.

Policy CON 2.5.4: Acquisition of Open Space

The City may acquire open spaces needed to preserve and protect sensitive environmental and historical resources where it determines one or more of the following:

a. The open space is part of a connected system of open spaces and will protect and preserve a sensitive environmental resource designated or delineated in the City or County Conservation Element;
b. Requirements of the ~~Land Development Regulations~~LDR provide insufficient protection; or
c. Grants are available to help defray acquisition costs.

Policy CON 2.5.5: Protection of Environmentally Sensitive Areas

The City shall, on an ongoing basis, undertake efforts to protect designated environmentally sensitive areas in perpetuity as common open space through conservation easements, deed restrictions, or other means.

Policy CON 2.5.6: Intergovernmental Coordination

The City shall coordinate with Lake County and other jurisdictions to ensure the protection of environmentally sensitive areas that cross jurisdictional boundaries.

OBJECTIVE CON 2.6: LAND ACQUISITION

To support public land acquisition within the Wekiva Springs Overlay Protection District to protect and preserve through acquisition and management most effective recharge areas, karst features, and sensitive natural habitats including Longleaf Pine, Sand Hill, Sand Pine, and Xeric Oak Scrub.

Policy CON 2.6.1: Acquisition Partnerships

The City shall support funding opportunities and partnerships with state agencies and local governments through programs such as the Florida Communities Trust to acquire lands for preservation within the Wekiva Springs Overlay Protection District including, but not limited to, karst features, habitat, corridors for wildlife movement, and most effective recharge areas. Both fee-simple acquisition of environmentally- sensitive

land and less-than-fee simple conservation easements should be considered.

Policy CON 2.6.2: Wildlife Corridors and Greenways

The City shall coordinate with pertinent state and regional land acquisition and wildlife agencies to identify natural greenways and wildlife corridors to link public parks, preservation areas, and similar areas for aquifer recharge, conservation and habitat preservation purposes.

GOAL CON 3: EFFICIENT DESIGN FOR THE BUILT ENVIRONMENT

Minimize the effects of urban development on the natural resources of the City, and to the regional environment.

OBJECTIVE CON 3.1: Efficient Design and Sustainable Techniques

To continue to review and update policies, codes and practices to provide guidance for new development to ~~utilize~~ use worthwhile sustainable techniques, measures and materials as appropriate.

Policy CON 3.1.1: Incentives for Conservation Certified Projects

The City shall continue to provide incentives for energy efficient development as provided in the ~~Land Development Code~~LDR as detailed in Policy FLU 1.1.4 and shall review the ~~Land Development Regulations~~LDR as a part of monitoring the effectiveness of the Comprehensive Plan to determine if there are additional opportunities for development incentives that can be provided for projects that participate in energy efficient development programs.

Policy CON 3.1.2: Existing Efficient Design at the Site Planning Scale

The City shall continue to support and require efficient design concepts as a part of the site plan review and approval process through the City's ~~Land Development Regulations~~LDR that:

a. Allow a mix of high density and intensity uses on development sites within the Central Business District;
b. Reduce fertilizers in urban landscapes through urban-scape requirements;
c. Require Florida Friendly Landscaping;
d. Encourage and protect the City's connected street network of small streets through the establishment of block standards for urban design districts; and
e. Protect water quality.

~~**Policy CON 3.1.3 City Projects**~~

~~The City, in its public development projects, will utilize worthwhile sustainable techniques, measures and materials as appropriate.~~

~~EXHIBIT H~~

RECREATION AND OPEN SPACE ~~GOALS, OBJECTIVES AND POLICIES~~ELEMENT

GOAL REC 1: OPEN SPACE FOR RECREATIONAL USE

Ensure adequate open space for recreational use by all citizens and conservation of natural amenities.

OBJECTIVE REC 1.1: FACILITIES

To provide recreational facilities in accordance with current and projected demand.

~~**Policy REC 1.1.1: Recreation Level of Service Standards**~~

~~The City's recreation level of service standards reflect minimum land requirements for certain classifications of parks and recreation sites rather than standards for specific types of recreation facilities because of the variable nature of facility needs throughout the community. These level of service standards shall ensure that adequate lands are set aside for active and/or passive recreational use and protection of natural features in developed and developing areas.~~

~~**Policy REC 1.1.2: Recreation Level of Service Standards**~~

~~The City's recommended recreation level of service standards for certain classes of parks and recreation sites are as follows:~~

~~**Table 1: Recreation Level of Service Standards**~~

~~**Class**~~	~~**Service Area**~~	~~**Standard**~~
~~Neighborhood Park~~	~~Neighborhood (section of City)~~	~~1 acre per 1,000 people~~
~~Community Park~~	~~Citywide~~	~~2 acres per 1,000 people~~
~~*Special Use Facility (e.g., boat ramp)~~	~~Neighborhood or Citywide~~	~~No standard; location, size, and frequency will depend on presence or accessibility of natural resources.~~

~~*Can be separate or included in a neighborhood or community park.~~

Policy REC 1.1.~~3~~2: Neighborhood Parks Improvements

~~The City shall use the level of service standards for recreation facilities summarized in Table 1 for planning and developing future parks and recreation sites.~~ Neighborhood parks shall include one or more of the following types of improvements as determined on a case-by-case basis by neighborhood needs and the size and physical characteristics of an individual site:

a. Shuffleboard court;
b. Basketball court;
c. Tennis court;
d. Multi-purpose field;
e. Picnic area with tables;

f. Children's play equipment area; and
g. Open area for passive use.

Community parks may include larger quantities of the facilities in the previous list plus one of the following facilities as appropriate:

a. Community building;
b. Baseball and softball fields;
c. Swimming pool; and
d. Fishing pier.

Policy REC 1.1.~~4~~3: Parks and Recreation Funding Program

The City shall continue to use its long-range program ~~developed prior to 1992~~ to fund development, operations, and maintenance of the public parks and recreation system.

Policy REC 1.1.~~5~~4: Bicycle and Pedestrian Master Plan

The City shall continue to implement the recommendations from the ~~develop a~~ 2011 City-wide Bicycle and Pedestrian Master Plan ~~by July 2011~~. This Master Plan ~~will~~ addresses local circulation via sidewalks, trails and bikeways to connect the City's downtown, neighborhoods, parks, and environmental features. The plan incorporates~~shall build~~ on the Future Network – Bicycle and Trail Plan illustrated in ~~Transportation Map #12~~, the Lake- Sumter MPO Greenways and Trail Plan, the Downtown Plan, and the East CRA Master Plan.

Policy REC 1.1.~~6~~5: Private Recreation Connections

The City shall encourage private residential subdivisions to provide bicycle and pedestrian connections to the City's planned and existing trail system.

Policy REC 1.1.~~7~~6: Local Recreation Preferences

The City shall make use of citizen surveys or other methods to ensure that the parks and recreation facilities provided by the City reflect the local preferences and needs for such facilities.

OBJECTIVE REC 1.2: ACCESS

To make recreational facilities and important open space resources available to and accessible by the general public, including the physically impaired and economically disadvantaged.

Policy REC 1.2.1: Acquisition of Recreation Sites

The City shall locate and invest ~~primarily~~ in acquiring and developing recreation sites which are accessible by a variety of means of transportation, including automobile, public transit, bicycle, and foot to the largest number of community residents. This will include sites which relate well with the adopted bicycle and sidewalk plans, as well as to major

population concentrations.

Policy REC 1.2.2: Access to Recreational Facilities for the Physically Handicapped

The City shall require that new recreational facilities are designed to facilitate access by the physically handicapped.

Policy REC 1.2.3: Special Programs

The City shall continue to implement community recreational programs to serve the economically disadvantaged and physically impaired populations in the City of Eustis ~~area~~ including special programs for the elderly and school-age populations in existing community buildings and parks. Information on these programs shall be posted in key locations around the community. The City shall seek outside funding support to assist in paying for these programs.

Policy REC 1.2.4: Urban Waterfront Park

The City shall consider public access rights and development of an urban waterfront park along the Lake Eustis shoreline to serve as a catalyst for economic growth and revitalization in the downtown area ~~Eustis~~.

Policy REC 1.2.5: Water Access Facilities Planning

The City shall cooperate with Lake County and the Lake County Water Authority in preparing an inventory of existing public water access points and shall continue to develop and improve water access facilities ~~in the Eustis area~~, including boat ramps, viewing areas, and nature trails. This plan shall identify opportunities on Lake Eustis and other water bodies in the Eustis Planning Area that shall include recommended parking provisions and other access criteria.

Policy REC 1.2.6: Provision of Bicycle Racks and/or Storage Facilities

The City shall provide for bicycle racks and/or storage facilities at all recreation sites. Private recreation facilities permitted under the Land Development Regulations shall also meet this criterion.

Policy REC 1.2.7: Listing and Map of Recreational Sites and Facilities

The City's Recreation Department shall publish and distribute and/or post a listing and map of recreational sites and facilities, including conditions regarding public access and use, to better inform the local residents of recreational opportunities in the area.

OBJECTIVE REC 1.3: PUBLIC-PRIVATE COORDINATION

To provide for ongoing coordination of public and private resources to meet recreational demands of City residents.

Policy REC 1.3.1: Opportunities for Joint Public/Private Development and/or Use of Existing and Potential Recreation Facilities

The City staff shall continue to meet with private recreation providers ~~in the Eustis area~~ and Lake County recreation officials on future opportunities for joint public/private development and/or use of existing and potential recreation facilities, including the nature of any operating arrangements between the public and private sectors.

OBJECTIVE REC 1.4: OPEN SPACE

To conserve open space in the Eustis Planning Area for passive recreation use and natural beauty consistent with the Future Land Use and Conservation elements.

Policy REC 1.4.1: Required Open Space

The City shall ~~establish~~ maintain maximum impervious surface percentages for each future land use designation, where applicable, through ~~the Future Land Use Element Appendix~~ the LDR and require certain open space standards for specific areas within the Wekiva Study Area.

Policy REC 1.4.2: Clustering of Development in Subdivisions

The City shall allow clustering of development in subdivisions or developments exceeding 5 acres in size to provide for the ~~reservation~~ creation and maintenance of common open spaces.

Policy REC 1.4.3: Open Space Maintenance

The City may accept jurisdiction for a dedicated common open space area where it finds the following:

a. Public recreational opportunities are lacking and the site is well located to meet local needs based on adopted levels of service;
b. The site is accessible for both public use and maintenance;
c. Public access to and use of the site will be compatible with the proposed development and surrounding land uses; and
d. Funding can be accommodated within normal budgeting processes and limitations and insurance liabilities are maintained within reasonable limits.

Policy REC 1.4.4: Acquisition of Open Space

The City may acquire open spaces needed to preserve and protect sensitive environmental and historical resources where it determines one or more of the following:

a. The open space is part of a connected system of open spaces and will protect and preserve a sensitive environmental resource designated or delineated in the City or County Conservation Element;
b. Requirements of the ~~Land Development Regulations~~LDR provide insufficient protection; and
c. Grants are available to help defray acquisition costs.

Policy REC 1.4.5: City Protection of Environmentally Sensitive Areas

The City shall, on an ongoing basis, undertake efforts to protect all ~~designated~~ environmentally sensitive designated areas in perpetuity as common open space through conservation easements, deed restrictions, or other means.

INTERGOVERNMENTAL COORDINATION ELEMENT ~~GOALS, OBJECTIVES AND POLICIES~~

GOAL 1: INTERGOVERNMENTAL COORDINATION
Promote adequate coordination among local governments in the Eustis area and with other public agencies on all matters of mutual interest.

OBJECTIVE INT 1.1: LAND USE AND DEVELOPMENT
To coordinate with adjacent local governments on mutual land use and development issues.

Policy INT 1.1.1: Dispute Resolution Process
The City shall use the dispute resolution process prescribed in Section 186.509, Florida Statutes, if or when conflicts of purpose among jurisdictions cannot be resolved locally.

Policy INT 1.1.2: Joint Process
The City shall continue to observe and uphold the requirements of the inter-local agreement executed between the City and Lake County School Board to establish joint processes for collaborative planning and decision-making. The joint processes included in the agreement include:

a. Population projections;
b. Public school siting;
c. The location and extension of public facilities subject to concurrency; and
d. The siting of facilities with countywide significance, including locally unwanted land uses.

Policy INT 1.1.3: Joint Planning Agreement with Lake County
The City shall continue to observe the joint planning area agreement with Lake County which includes provisions regarding the possibility of joint infrastructure service areas and a statement from the county that it will not encourage the incorporation of any new municipalities within the Eustis Planning Area.

Policy INT 1.1.4: Amending the Joint Planning Agreement with Lake County
The City shall amend the joint planning agreement with Lake County as necessary to update the location of public utility facilities.

Policy INT 1.1.5: Level of Service Standards
The City shall continue to coordinate level-of-service standards and the impacts of development proposed in this plan upon adjacent cities, the county, the region and the State.

OBJECTIVE INT 1.2: TRANSPORTATION
To coordinate with adjacent local governments, the Lake-Sumter MPO and the Florida

Department of Transportation on transportation mobility and transportation service issues according to the specific policies listed below.

Policy INT 1.2.1: Transportation Performance Standards

The City and County shall take actions to coordinate transportation needs and land use activities, where transportation performance standards adopted by the C~~c~~ity are different from those adopted by Lake County for county-maintained roads in unincorporated sections of the Eustis Planning Area.

Policy INT 1.2.2: Five-Year Work Program

The City shall continue to meet with the Florida Department of Transportation, Lake County, the Lake-Sumter MPO and adjacent municipal jurisdictions annually to ensure that the FDOT Five-Year Work Program adequately reflects local needs.

Policy INT 1.2.3: Regional Bicycle and Trails Network

The City shall coordinate with the Lake-Sumter MPO in implementing the regional bicycle and trails network identified in its 204~~35~~35 Long-Range Plan and any subsequent updates.

Policy INT 1.2.4: Regional Mass Transit Systems

The City shall coordinate with the Lake-Sumter MPO and Lake Xpress in implementing the regional transit systems plan identified in the MPO's 204~~35~~35 Long Range Plan and any subsequent updates.

Policy INT 1.2.5: Transportation Impact Fees

The City shall coordinate with Lake County in implementing a transportation impact fee system to support mobility improvements consistent with the City's vision.

OBJECTIVE INT 1.3: UTILITIES

To continue to coordinate with adjacent local governments and federal, state, and regional agencies on issues related to provision of urban services and conservation and protection of natural resources which supply urban needs including local and regional water supply plans, according to the specific policies listed below:

Policy INT 1.3.1: Ten-Year Water Supply Plan

The City will implement the Ten-Year Water Supply Plan Update adopted ~~February 2010~~2024; will coordinate with SJRWMD and local governments to identify potable water supply, infrastructure and facility projects; potable water sources; and estimated project costs; and will provide five year updates within one year of the District's regional water supply plan update.

Policy INT 1.3.2: Water Management District Coordination

The City will coordinate with SJRWMD in evaluating alternative sources of providing potable water and will participate in the development of updates to the SJRWMD Water Supply Plan and other initiatives that affect the City.

Policy INT 1.3.3: Water Supply Project Selection

The City will work with other jurisdictions to consider the feasibility of interconnecting water supply facilities and in the evaluation of alternative water supply sources.

Policy INT 1.3.4: Water Conservation Programs Coordination

The City shall cooperate with the ~~St. Johns River Water Management District~~SJRWMD in implementing educational and regulatory programs related to water conservation, including enforcement of periodic water consumption restrictions.

Policy INT 1.3.5 Interlocal Agreements

The City shall continue to coordinate with Lake County and other municipalities in water supply planning and shall observe, support and uphold the requirements of the interlocal agreements with Lake County, Mount Dora and other relevant entities for the efficient planning of water resources and services.

Policy INT 1.3.6: Intergovernmental Coordination

The City shall participate in discussions with Lake County, the Lake County Water Authority, the ~~St. Johns River Water Management District~~SJRWMD, the Florida Department of Transportation, and others leading to a program which (1) establishes reasonable and effective standards and procedures which can be applied to existing developed areas as a basis for individual or joint improvement programs designed to correct deficiencies and (2) delineates intergovernmental solutions to drainage problems in these areas. Such a program will also address or includes:

a. Determination of those basins, sub-basins, and water bodies in the Eustis area to be included;
b. Improvement of existing drainage in unincorporated sections of the planning area; and
c. Establishment of a system to monitor the quality of discharges into receiving waters using certain pollution indicators.
d. Identification of funding sources;
e. Establishment of stormwater recharge and supplemental stormwater irrigation to meet the requirements of the Wekiva Parkway and Protection Act; and
f. Coordination ~~and work~~ with area entities toward joint planning agreements to facilitate the planning and implementation of regional projects.

Policy INT 1.3.7: Mitigating Existing Impacts

The City shall implement a phased multi-year program of stormwater improvements needed to mitigate existing runoff impacts and remedy existing deficiencies, commensurate with available local, state, and federal funding. The City will aggressively seek outside support in the form of grants from the Florida Department of Transportation, ~~Florida Department of Environmental Protection~~FDEP, the ~~St. Johns River Water Management District,~~SJRWMD and the Lake County Water Authority for the implementation of this program.

Policy INT 1.3.8: Disposal Coordination

The City shall coordinate with Lake County to regulate sources and disposal of hazardous waste~~s~~, consistent with federal and state guidelines and requirements, through the ~~Land Development Regulations~~LDR and collection and disposal activities.

Policy INT 1.3.9: Used Oil and Battery Collection

The City shall cooperate with Lake County in implementing its used oil and battery collection programs according to procedures and timetables adopted by Lake County.

OBJECTIVE INT 1.4: NATURAL AND HISTORIC RESOURCES

To coordinate with adjacent local governments and federal, state, and regional agencies on issues related to protection and conservation of local natural and historical resources according to the specific policies listed below.

Policy INT 1.4.1: Water Quality Requirements

The land development review procedures in the City's ~~Land Development Regulations~~LDR shall continue to mandate that applicants first meet all applicable permit requirements relating to water quality, including those of the ~~St. Johns River Water Management District~~SJRWMD and ~~Florida Department of Environmental Protection~~FDEP.

Policy INT 1.4.3: Mapping Environmentally Sensitive Lands

The City shall continue to coordinate policies on environmentally sensitive lands, as provided for in the Lake County Conservation Element. The City's ~~Land Development Regulations~~LDR shall continue to regulate these areas through one or more of the following approaches:

a. Adopt by reference county regulations and procedures relating to matters not covered by C~~c~~ity regulations;

b. Utilize the general information presented in this element, the Conservation Element, and the Future Land Use Element as a basis for development review; and

c. Require applications for development of specified types and sizes to include information on these environmental resources, including assessments of impacts and plans for avoidance or mitigation.

Policy INT 1.4.5: Historical Resources

The City shall provide ongoing support to organizations which have an individual or collective interest in preserving the architectural and historical heritage of the City of Eustis.

Policy INT 1.4.6: National Register of Historic Resources

Where an application for development may involve the removal, alteration, or reuse of a historic structure listed on the National Register ,~~T~~the City shall first invite comment by the Florida Division of Historical Resources and the City's Historic Review Board before rendering a decision. ~~on the application, where an application for development may involve the removal, alteration, or reuse of a historic structure listed on the National Register~~.

OBJECTIVE INT 1.5: RECREATION AND OPEN SPACE

To coordinate with adjacent local governments and other public providers on issues relating to provision of recreation services and facilities and preservation of open space, according to the specific policies listed below.

Policy INT 1.5.1: Inventory of Public Water Access Points

The City shall cooperate with Lake County and the Lake County Water Authority in preparing an inventory of existing public water access points and continue to develop and improve water access facilities in the Eustis area, including boat ramps, viewing areas, and nature trails. This plan shall identify opportunities on Lake Eustis and other water bodies in the Eustis Planning Area that shall include recommended parking provisions and other access criteria.

OBJECTIVE INT 1.6: HOUSING AND REDEVELOPMENT

To coordinate with adjacent local governments and federal and state agencies on issues relating to delivery of affordable housing and urban revitalization and redevelopment, according to the specific policies listed below.

Policy INT 1.6.1: Coordination with Housing Needs

The City shall continue to pursue directly or through the Eustis Housing Authority and/or agencies of Lake County, available federal and state funds to help meet the projected housing needs of very low-, low-, and moderate- income families and elderly households, and permit participation by the city in partnership arrangements with private and non-profit housing providers, including the following programs or their successors:

a. SAIL Program;
b. ~~Section 8~~Housing Choice Voucher Program;

c. Rental Rehabilitation ;with Habitat for Humanity and the Lake County Action Agency
d. Weatherization Assistance program; and
e. Section 202, Supportive Housing for the Elderly;- and
f. Community Development Block Grants.
g. HOPE VI

Policy INT 1.6.2: Consult Federal and State Housing Agencies

The City shall consult with federal and state housing agencies to help refine and apply principles and criteria for local housing conservation, code enforcement, and rehabilitation activities, such criteria to consider cost of repair versus economic value and health and safety issues, among others.

OBJECTIVE INT 1.7: PUBLIC SCHOOL FACILITIES

To coordinate and fully cooperate with the Lake County School Board as needed to coordinate planning activities and maximize the use of available public facilities.

Policy INT 1.7.1: Use of School Facilities by the City

The City will pursue formalization of existing agreements with the Lake County School Board for the use of school facilities for recreation services and activities. Agreements should establish a level of service ratio to determine the maximum allowable use of the facilities for public access to optimize the use of the facilities and to help the City determine its long-term recreation needs.

Policy INT 1.7.2: Recreation Facilities for the County

The City shall coordinate with the Lake County School Board and Lake County to identify opportunities to integrate recreation facilities at school property into the recreation system for Lake County.

Policy INT 1.7.3: Shared Use Facilities

The City shall coordinate with the Lake County School Board, Lake County and other governmental units to discuss shared-use opportunities for school facilities to be made available for public meetings and other public use when they are not being used for their primary purpose.

OBJECTIVE INT 1.8: PUBLIC SCHOOL FACILITIES

To abide by and enforce the interlocal agreement between the Ceity and school board to require cooperation in terms of population projections and school siting.

Policy INT 1.8.1: Annual Reporting for facilities and population projections

The school board shall provide facilities plans and population projections on an annual basis to ensure that consistency is maintained between the two.

Policy INT 1.8.2: School Board Planning

The School Board shall provide the City with any plans to site schools within the corporate limits or joint planning area.

Policy INT 1.8.3: Land Use Plan Amendments

The City shall provide to the school board all applications for land use plan amendments that have the potential of increasing residential density and that may affect student enrollment, enrollment projections, or school facilities.

Policy INT 1.8.4: School Board Member Local Planning Agency

The City shall allow a member of the school board to sit on the local planning agency as an ex-officio non-voting member and comment on proposals that have the potential to increase density.

Policy INT 1.8.5: Lake County Educational Concurrency Review Committee

The City shall take part in the Lake County Educational Concurrency Review Committee established by the County, School Board and municipalities that shall meet at least annually, but more often if needed, as outlined in the Interlocal Agreement between Lake County, Lake County School Board and Municipalities for School Facilities Planning and Siting, and will hear reports and discuss issues concerning school concurrency.

Policy INT 1.8.6: The Joint Staff School Concurrency Review Group

The City shall take part in the Joint Staff School Concurrency Review Group, comprised of Staff of the County, Cities, and School Board, that shall meet at least quarterly, as outlined in the Interlocal Agreement between the City and the Lake County School Board, to discuss issues concerning school planning. These issues shall include, but not be limited to, land use, school facilities planning, including such issues as population and student projections, level of service, capacity, development trends, school needs, co-location and joint use opportunities, and ancillary infrastructure improvements needed to support schools and ensure safe student access. The School Board staff shall be responsible for making meeting arrangements.

OBJECTIVE INT 1.9: INTERGOVERNMENTAL COORDINATION WITHIN THE WEKIVA SPRINGS OVERLAY PROTECTION DISTRICT

To coordinate with other local governments located in the Wekiva Springs Overlay Protection District to ensure a consistent approach to springs, springshed, and aquifer protection.

Policy INT 1.9.1: Cooperation with Local Governments and Agencies

The City shall coordinate with local governments and regulatory agencies within the Wekiva Springs Overlay Protection District regarding land development regulations, stormwater management, and other matters that impact the springs and springshed.

Policy INT 1.9.2: Water Resource and Supply Planning

The City shall pursue joint strategies with the SJRWMD and local governments within the Wekiva Springs Overlay Protection District for protection of water resources through water supply planning, specifically addressing identification and use of alternative water sources.

Development shall occur only when adequate water supplies are concurrently available to serve such development without adversely affecting local or regional water sources, or natural systems.

Policy INT 1.9.3: Joint Land Acquisition Strategies

The City shall pursue joint strategies with local governments within the Wekiva Springs Overlay Protection District regarding land acquisition efforts and conservation easements for protection of water resources, environmentally sensitive lands and open spaces.

OBJECTIVE INT 1.10: WASTEWATER TREATMENT COORDINATION

To coordinate with the Department of Health regarding on-site sewerage treatment and disposal systems located in the Wekiva Springs Overlay Protection District to ensure a coordinated approach to the provision of wastewater treatment.

Policy INT 1.10.1: On-site Sewage Treatment and Disposal Systems

The City shall coordinate with the county health department regarding the owners of on-site sewer~~age~~ treatment and disposal systems that will be required to connect to central sewer facilities, and owners of on-site sewer~~age~~ treatment and disposal systems that will remain, including those that require a department of health permit or permit modification, because of failing systems or systems requiring major repairs.

Policy INT 1.10.2: Notification of Central Sewer Availability

The City shall coordinate with providers of public and private sewer systems regarding the process for notification of existing owners of the availability of central sewer facilities.

~~EXHIBIT G~~

CAPITAL IMPROVEMENTS COMPREHENSIVE PLAN
~~GOALS, OBJECTIVES AND POLICIES~~

GOAL CIE 1: PUBLIC FACILITIES IMPROVEMENTS
Improve urban services and public facilities consistent with adopted levels of service and requirements for public health, safety, and welfare.

OBJECTIVE CIE 1.1: CAPITAL IMPROVEMENTS PROGRAM
To identify necessary improvements to the City's public facilities that maintain adopted levels of service.

Policy CIE 1.1.1: Capital Improvements Program

The City shall maintain an adopted Five-Year Capital Improvements Program (CIP) that includes projects which address the necessary improvements to public facilities to correct existing deficiencies, accommodate future growth, and replace obsolete and worn out facilities to maintain the adopted levels of service included in the applicable comprehensive plan elements (TRA 1.6.5, TRA 1.6.6; PWS 1.1.1 through 1.1.4; and DRG 2.1.2). ~~Table 1 (the CIP) provides a schedule of capital improvements hereby adopted by the City.~~ The CIP is updated annually and is adopted by resolution.

~~Table 1 - 5 Year Capital Improvement Plan~~					
~~Project Description~~	~~FY 2014/15~~	~~FY 2015/16~~	~~FY 2016/17~~	~~FY 2017/18~~	~~FY 2018/19~~
~~Ferran Park Playground/Improvements~~	~~$ 477,697~~		~~$ 500,000~~		
~~Palmetto Plaza~~	~~$ 540,000~~				
~~Mobility Improvements~~	~~$ 268,085~~		~~$ 50,000~~		
~~Water ground storage tank~~			~~$ 500,500~~		
~~Flouride tanks~~				~~$ 365,500~~	
~~Reclaimed water expansion~~		~~$ 1,029,886~~	~~$ 979,886~~		
~~Water Galvanized Main Replacement~~	~~$ 482,950~~	~~$ 118,000~~	~~$ 36,500~~	~~$ 219,800~~	~~$ 167,700~~
~~Sewer Main Rehab~~	~~$ 486,000~~	~~$ 260,040~~	~~$ 155,100~~	~~$ 502,250~~	
~~Sidewalk replacement~~	~~$ 261,017~~	~~$ 134,624~~	~~$ 116,469~~		

~~Street Resurface~~	~~$ 325,873~~	~~$ 283,900~~	~~$ 277,728~~		
~~Kurt St. stormwater~~		~~$ 300,000~~			
~~Lakeview stormwater~~			~~$ 550,000~~		
~~Titcomb/Idylwild stormwater~~					~~$ 100,000~~
~~Grand Island Shores stormwater~~					
~~Morse Rd~~					~~$ 50,000~~
~~Magnolia Ln~~					~~$ 50,000~~
~~**Total**~~	~~$ 2,841,622~~	~~$ 2,126,450~~	~~$ 3,166,183~~	~~$ 1,087,550~~	~~$ 367,700~~

Policy CIE 1.1.2: Public School Five Year Schedule of Capital Improvements

The City shall include within the five-year schedule of capital improvements measures to address any existing public school facility deficiencies and future public school facility needs consistent with the adopted level of service standard. ~~A summary of the Lake County Public Schools' Five-Year Capital Improvement Program is attached.~~

Policy CIE 1.1.3: Annual Updates to the CIP

The City shall update the adopted CIP on an annual basis as part of the City's budget process.

Policy CIE 1.1.4: Capital Improvements Program Amendments

The City may amend the ~~Capital Improvements Program~~CIP if it is determined that a change in the nature or schedule of an improvement will not compromise adopted levels of service, based on additional data or analyses made subsequent to the adoption of the ~~Capital Improvements Program~~CIP.

Policy CIE 1.1.5: Identification and Evaluation of Capital Improvement Projects (General)

Capital improvement projects shall be identified and evaluated in terms of their need, priority, and feasibility based on the following criteria:

a. Mitigation of impacts and remediation of deficiencies and hazards;
b. Cost effectiveness versus alternate solutions or timetables;
c. Funding availability, including local dedicated and general revenue sources and outside grants;
d. Consistency with the City of Eustis Comprehensive Plan;
e. Consistency with the plans and improvements of other jurisdictions;

f. Consistency with established City-prepared Water Supply Facilities Work Plans approved by the ~~St. Johns River Water Management District~~SJRWMD; and
g. Consistency with adopted Master Plans

Policy CIE 1.1.6: Identification and Evaluation of Capital Improvement Projects (Stormwater)

The City shall continue to take actions to improve stormwater runoff management through natural, manmade, and regulatory means, consistent with the Conservation Element for the purpose of improving water quality of discharges and enclosed basins; improving the recharge of stormwater into the aquifer; and encouraging stormwater reuse.

~~a.~~ The City will prioritize stormwater projects based upon the overall need and benefit. Capital projects will be considered based upon factors such as flooding, erosion, protection of water quality, recharge potential, feasibility of stormwater reuse and wetlands management; and

~~b. Table 4- Prioritizing Capital Projects, implements Recommendation 2 within the City's Stormwater Management Master Plan to address existing stormwater deficiencies based upon prioritizing capital projects. The Master Plan includes a concept for prioritizing capital projects including weighting factors for each condition. The ranking is 0 through 5 for each item. The higher the score, the higher the priority of construction.~~

~~**Table 4 – Prioritizing Capital Projects**~~

~~**Factor**~~	~~**Condition**~~	~~**Rank**~~
~~Flooding~~	~~Buildings~~	~~5~~
	~~Highways~~	~~4~~
	~~Catch Basins~~	~~3~~
	~~Retention / Detention Basin~~	~~2~~
	~~Outfall~~	~~1~~
	~~None~~	~~0~~
~~Erosion~~	~~Stream Bottom with potential of structural failure~~	~~5~~
	~~Stream Ditch Bank near structures~~	~~4~~
	~~Stream Bottom without potential of structural failure~~	~~3~~
	~~Construction caused by cleared site~~	~~2~~
	~~Minor / filling of swales~~	~~1~~
	~~None~~	~~0~~
~~Water Quality Protection~~	~~Very high removal / treatment level~~	~~5~~
	~~High removal / treatment level~~	~~4~~
	~~Average removal / treatment level~~	~~3~~
	~~Low removal / treatment~~	~~2~~
	~~Very low removal / treatment~~	~~1~~
	~~No potential for removal / treatment~~	~~0~~
~~Recharge~~	~~High~~	~~5~~
	~~Low~~	~~3~~
	~~None~~	~~0~~
~~Feasibility of~~	~~Very High Potential – provides stormwater reuse for all users in conjunction with a reclaimed water system from a very dependable source~~	~~5~~

~~Stormwater Reuse~~	~~High Potential – provides a standalone stormwater reuse system~~	~~4~~
	~~Average Potential – utilizes an existing reuse system and provides a back up supply~~	~~3~~
	~~Low Potential – cannot provide a source of reuse water because pond cannot retain water but can utilize reuse~~	~~2~~
	~~Very low potential – cannot supply and can only use a minimal amount of reuse~~	~~1~~
	~~No potential~~	~~0~~
~~Wetlands Management~~	~~Preservation and utilization of existing wetlands~~	~~5~~
	~~Creation of wetlands~~	~~4~~
	~~Preservation of wetlands~~	~~3~~
	~~Utilization of existing wetlands~~	~~2~~
	~~No wetlands on project~~	~~1~~
	~~Elimination of wetlands~~	~~0~~
~~Life Cycle Cost~~	~~High benefit to cost ratio~~	~~5~~
	~~Average benefit to cost ratio~~	~~3~~
	~~Low benefit to cost ratio~~	~~1~~
	~~No benefits~~	~~0~~

OBJECTIVE CIE 1.2: OTHER IMPROVEMENTS

To upgrade service in areas having obsolete, inadequate, or poorly maintained public facilities in stages as specified below.

Policy CIE 1.2.1: Central Water and Sewer Facilities

The City shall continue to implement an annual program to expand and upgrade central water and sewer facilities in older and unserved sections of the City.

Policy CIE 1.2.2: Inadequate Local Streets

The City shall continue to implement annual programs to improve inadequate local streets in stages.

Policy CIE 1.2.3: Drainage Problems

The City shall continue to implement an annual program to improve drainage problems in the City.

Policy CIE 1.2.4: Capital Improvement Projects

Capital improvement projects included hereunder will be subject to the same evaluation criteria as in Policy CIE 1.1.5 of this element.

GOAL CIE 2: RELATION TO LAND USE

Ensure an efficient pattern and manageable pace of development in relation to the provision of public facilities and services so that specific public facilities and services necessary to support development are available concurrent with the impact of development.

OBJECTIVE CIE 2.1: CONCURRENCY MANAGEMENT

To maintain an adopted concurrency management system that provides procedures to ensure that no development will be permitted unless the facilities and services necessary to support that development commensurate with adopted ~~levels of service (~~LOS~~s)~~ are in place or will be in place

concurrent with the impacts of development.

Policy CIE 2.1.1: Concurrency Requirement

The City shall require that the public facilities needed to support new development are available at the adopted LOS standards concurrent with the impacts of the development in accordance with Florida Statutes.

Policy CIE 2.1.2: Proposed Development Applicants

For each application for a development order or permit, the City shall clearly identify the quantity (square feet, units, etc.), density (units per acre, etc.) and intensity (type of use – commercial, industrial, multifamily, residential, etc.) of land uses in the proposed development.

Policy CIE 2.1.3: Concurrency Determination

Prior to the approval of applications for a development order or permit which contains a specific plan for development, including the densities and intensities of development, the City shall make an official determination as to whether conditions of concurrency in relation to available infrastructure capacity for potable water, sanitary sewer, solid waste, and drainage or agreements to provide same shall be consistent with state requirements. This includes the requirement that the issuance of any development order or permit will be conditioned on the availability of public facilities and services at the adopted LOS standards concurrent with the impacts of development. This does not apply to roadway capacity.

Policy CIE 2.1.4: Major Subdivisions and Developments

For major subdivisions and developments requiring site plan approval (as defined in the Land Development Regulations) the applicant will be required to submit a study which covers all areas with adopted level of service standards (i.e., potable water, wastewater, stormwater, ~~public school facilities,~~ and solid waste) to facilitate concurrency determinations by the City.

Policy CIE 2.1.5: Capacity Vesting

Determinations of vesting status by the City and rights available there under for proposed development shall be consistent with~~:~~ Florida Statutes. The concurrency management system will include an evaluation of infrastructure capacity expected to be required for known development with vested development rights status.

Policy CIE 2.1.6: Capacity Reservation

Facility capacity shall be reserved for periods corresponding to those for which a development order or building permit is issued and remains valid. A non-refundable fee system may be established to reserve sewer and water capacities for certain specified periods of time within which development must take place or forfeit said reserved capacity and fees.

Policy CIE 2.1.7: Concurrency Mitigation Options

In the event that a new development does not meet concurrency requirements for public facilities, the following options are available to the applicant to mitigate the impacts:

a. Phase the development in accordance with planned facility improvements;

b. Reduce the program of the proposed development to within available capacity level of deficient facility;

c. Enter in an executable and enforceable development agreement that includes measures to mitigate the impacts of the new development.

Capacity may be reserved once the development agreement is made between the City and the applicant.

Policy CIE 2.1.8: Concurrency Management System

A concurrency management system shall be implemented by the City as follows:

a. For water and sewer systems, relationships to available capacity and impacts on system performance (LOS) will be determined by the City based on its per-unit consumption/discharge records and system performance data;

b. For stormwater management, developments designed to meet LOS standards set forth herein shall be deemed to meet concurrency requirements;

c. For solid waste collection and disposal, the ability of the City to provide at least weekly collection and adequate disposal of normal solid wastes, as determined by city or county collection and performance data, shall be deemed to meet concurrency requirements; and

For public school facilities, the City shall coordinate data collection and reporting with the Lake County School Board for concurrency determinations in accordance with the approved Interlocal Agreement. The LOS for all schools shall be set at 100% of FISH permanent capacity, except in instances where the CORE (dining) capacity is greater than the FISH permanent capacity, in which case the school capacity shall be increased to that of the CORE (dining) capacity and the level of service maintained at 100% of this capacity. In no instance shall the school capacity increase more than 125% due to additional CORE (dining) capacity.

Policy CIE 2.1.9: Impact Evaluations

Impact evaluations shall be prepared by the developer according to the City's specifications and requirements.

Policy CIE 2.1.10: Proposed Developments Exemptions

For the purpose of issuing a development order or permit, the ~~Land Development Regulations~~LDR shall specify proposed developments that are exempt from compliance with the concurrency management system such as replacement residences, interior renovations, accessory structures, etc.

Policy CIE 2.1.11: De Minimis Impact Criteria

For the purpose of issuing a development order or permit, the ~~Land Development Regulations~~LDR shall specify if a proposed development is deemed to have a *de minimis* impact on City facilities and is therefore not subject to concurrency management system requirements. A *de minimis* impact is one that would not affect more than 1% of the maximum volume at the facility's adopted level of service. The City shall account for the impacts of such development on an annual basis using an aggregate impact procedure.

Policy CIE 2.1.12: Redevelopment Credits

Proposed redevelopment shall be credited for the existing demand on available capacity. If a redevelopment project generates demand for facilities in excess of the existing demand which it is replacing, a concurrency review shall be required; however the concurrency review shall only address the amount by which the proposed demand generated exceeds the demand of existing development.

Policy CIE 2.1.13: Water Supply Concurrency

The City shall issue no development orders or permits without first consulting with its potable water supplier(s) to determine whether adequate water supplies to serve the development will be available no later than the anticipated date of issuance by the City of a certificate of occupancy or its functional equivalent. The City will also ensure that adequate water supplies and facilities are available and in place prior to issuing a certificate of occupancy or its functional equivalent.

GOAL CIE 3: FUNDING AND REVENUE SOURCES

Provide public facilities meeting the adopted level of service standards commensurate with available resources and sound fiscal practice.

OBJECTIVE CIE 3.1: BUDGETING GUIDELINES

To support the provision of public facilities that meet the adopted level of service standards while conforming to the fiscal guidelines for capital improvements financing and budgeting.

Policy CIE 3.1.1: Finance of Major Capital Improvements

If financing is required, the City shall finance major capital improvements with revenue bonds having dedicated funding sources, where practical.

Policy CIE 3.1.2: Debt Service Requirement

On a continuing basis, the City shall provide for a realistic annual debt service requirement for which payment can be achieved within conservative estimating practices. All debt must be issued in accordance with federal, state, and local municipal bond requirements and must have a final maturity not to exceed 30 years or in accordance with normal municipal bond market

trends.

Policy CIE 3.1.3: Level of Revenues

On a continuing basis, the City shall provide a sufficient level of revenue~~s~~ required to meet annual debt service requirements under the stipulations of outstanding bond obligations. A sufficient level of revenue~~s~~ is defined as the required amount of revenue~~s~~ and surplus necessary to pay all annual operational costs and provide a balance of funds to meet the annual debt service requirements of outstanding bond obligations.

Policy CIE 3.1.4: Proportionate Fair Share

The City shall ensure that new development bears a proportionate fair share of public improvement costs needed to maintain adopted levels of service.

Policy CIE 3.1.5: Impact Fees

The City may continue to assess impact fees to raise revenues for water and sewer facilities, transportation facilities, and parks and recreation facilities within the City of Eustis. Participation in joint impact fee programs with Lake County and/or other governmental units shall be deemed to meet the requirements of this policy.

Project Number		Current Budget FY 21-22	Project Name Five Year Total	FY 17-18	FY 18-19	FY 19-20	FY 20-21
SALES TAX CAPITAL PROJECTS FUND							
010-8600-519-60-11	COMPUTER UPGRADE PROG	69,080	65,000	65,000	65,000	65,000	65,000	**325,000**
010-8600-521-60-01	POLICE VEHICLES	175,000	175,000	175,000	175,000	175,000	180,000	**880,000**
010-8600-521-60-12	POLICE EQUIPMENT REPLACEMENT	16,740	38,000	38,000	38,000	38,000	45,000	**197,000**
010-8600-522-60-36	FIRE LIFE PACK	33,812	-	-	-	-	-	-
010-8600-522-60-37	FIRE HYDRAULICS	30,067	-	-	-	-	-	-
010-8600-522-60-10	FIRE INSPECTION VEHICLE	26,392	-	-	-	-	30,000	**30,000**
010-8600-522-60-34	FIRE RESPONSE EQUIPMENT	74,202	-	-	-	-	-	-
010-8600-522-60-04	FIRE BUNKER GEAR	52,500	-	-	-	-	-	-
010-8600-522-60-39	FIRE RESCUE TRUCK REPLACEMENT	-	120,000	-	-	-	-	**120,000**
010-PREV-TBD	FIRE LADDER TRUCK REPLACE DEBT SERVICE	-	-	174,700	174,700	174,700	174,700	**698,800**
010-PREV-TBD	FIRE TOWER REPLACE DEBT SERVICE	-	-	-	-	-	218,000	**218,000**
010-8800-522-70-71	FIRE ENGINE 22 PUMPER REPLACE DEBT SERVICE	92,900	92,900	92,900	92,900	92,900	-	**371,600**
010-NEW-TBD	FIRE STATION 22 RENOVATION	-	-	-	-	-	201,250	**201,250**
010-NEW-TBD	FIRE AIRPACKS AND GEAR EXTRACTOR	-	-	-	-	-	175,000	**175,000**
010-NEW-TBD	FIRE STATION 22 GENERATOR	-	-	-	-	-	25,000	**25,000**
010-8600-522-60-40	FIRE STATION GARAGE DOORS	-	25,000	-	-	-	-	**25,000**
010-8600-519-60-45	PW LUSTIS MOBILITY NEW SIDEWALKS	78,108	51,500	53,000	54,500	56,000	57,500	**272,500**
010-8600-541-60-03	SIDEWALK PROJECT	186,840	80,511	82,721	97,169	99,844	103,500	**463,745**
010-8600-541-60-04	STREET SEALING	86,671	86,447	92,511	28,066	54,186	54,000	**315,210**
010-8600-541-60-15	STREET RESURFACING	457,360	327,942	375,727	349,813	442,261	449,921	**1,945,664**
010-8600-541-60-34	KURT STREET IMPROVEMENTS	175,000	-	-	-	-	-	-
010-8600-541-60-37	PW PARKING GARAGE LANDSCAPING	20,000	-	-	-	-	-	-
010-8600-541-60-38	PW DUMP TRUCK REPLACEMENT	-	70,000	-	-	140,000	80,000	**290,000**
010-8600-541-60-43	PW MAINTENANCE FACILITY (CARVER PARK)	4,534	-	-	-	-	-	-
010-8600-541-60-44	PUBLIC WORKS SIGNALIZATION	56,000	28,000	28,000	28,000	28,000	28,000	**140,000**
010-8600-541-60-06	PW ROLLER - STREETS	47,500	-	-	-	-	-	-
010-PREV-TBD	PW BUCKET TRUCK	-	-	-	180,000	-	-	**180,000**
010-8600-517-60-01	PW BUILDING IMPROVEMENTS	90,300	38,550	98,350	62,700	78,800	90,000	**368,400**
010-8600-517-60-02	PW BOAT RAMP DOCK	35,000	-	-	-	-	-	-
010-8600-541-60-45	PW LAKE WALK FLOATING DOCK REPAIRS	123,518	-	-	-	-	-	-
010-PREV-TBD	PW FERRAN PARK PHASE 4	-	-	1,431,000	-	-	-	**1,431,000**
010-8600-517-60-03	PW SUNSET ISLE SKATE PARK	347,923	-	-	-	-	-	

010-8600-517-60-05	PW LAKE WILLY WALK RESEAL	-	30,900	-	-	-	-	**30,900**
010-8600-572-60-60	FDOT RAIL GRANT MATCH	6,631	-	-	-	-	-	-
010-8600-571-60-15	LIBRARY HVAC DUCTWORK PROJECT	8,739	-	-	-	-	-	-
010-8600-571-60-26	LIBRARY-CARPET REPLACEMENT	4,280	-	-	-	-	-	-
010-8600-571-60-27	LIBRARY-PUBLIC COMPUTER REPLACEMENT	1,442	-	-	-	-	-	-
010-8600-571-60-06	LIBRARY - SHELVING & SEATING	43,695	-	-	-	-	-	-
010-8600-571-60-16	LIBRARY - BUILDING ELECTRONIC CONVERSION	42,900	-	-	-	-	-	-
010-8600-572-60-02	REC FACILITY IMPROVEMENTS	60,000	-	-	-	-	-	-
010-8600-572-60-12	SENIOR CENTER PROJECTS	50,000	-	-	-	-	-	-
010-8600-572-60-15	FERRAN PARK PHASE 2A	335	-	-	-	-	-	-
010-8600-572-60-16	POOL SHADE COVERS	14,731	-	-	-	-	-	-
010-8600-572-60-22	RAQUET/TENNIS COURTS	20,000	-	-	-	-	-	-
010-8600-572-60-46	RECREATION-WOMAN'S CLUB PARKING LOT	14,220	-	-	-	-	-	-
010-8600-572-60-48	RECREATION-LAKE COMMUNITY ACTION	38,000	-	-	-	-	-	-
010-8600-572-60-74	RECREATION-CARVER PARK EQUIP/ELEC BLDG	5,193	-	-	-	-	-	-
010-8600-572-60-77	RECREATION-SUNSET ISLE TENNIS CT RESURF	60,000	-	-	-	-	-	-
010-8600-572-60-78	RECREATION-SUNSET ISLE RENOVATION STUDY	15,000	-	-	-	-	-	-
010-8600-572-60-80	RECREATION-SPLASHPAD	14,333	-	-	-	-	-	-
010-8600-572-60-81	RECREATION-SOCCER FIELD IMPROVEMENTS	275	-	-	-	-	-	-
010-8600-572-60-82	RECREATION-CARVER PARKING LOT	29,934	-	-	-	-	-	-
010-8600-572-60-49	PARKS & REC - ADMIN VEHICLE REPLACE	21,537	-	-	-	-	25,000	**25,000**
010-8600-572-60-79	FACILITY RENTAL - VEHICLE REPLACE	21,077	-	-	-	-	-	-
010-8600-517-60-06	RECREATION - AMERICAN LEGION CEILING	-	25,750	-	-	-	-	**25,750**

CITY OF EUSTIS
CAPITAL IMPROVEMENT PLAN FY18 - FY22

Project Number	Project Name	Current Budget	Five Year Total	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
010-8600-572-60-45	RECREATION - CARVER ATHLETIC FIELD TURF	85,000	-	-	-	-	-	-
010-8600-572-60-47	RECREATION - METAL GARAGE SHELTER	40,000	-	-	-	-	-	-
010-8600-515-60-01	CODE ENFORCEMENT - VEHICLES	20,479	-	-	-	-	-	-
010-8600-524-60-01	BUILDING SRVCS - VEHICLES	29,019	-	-	40,000	-	-	**40,000**
	SALES TAX CAPITAL PROJECTS FUND TOTAL	**2,926,267**	**1,255,500**	**2,706,909**	**1,385,848**	**1,444,691**	**2,001,871**	**8,794,819**
	COMMUNITY REDEVELOPMENT FUND							
014-8600-581-60-38	SIDEWALK/TREE PLANTING	163,936	75,481	66,469	53,376	54,845	80,000	**330,172**
014-8600-581-60-21	PW LAKE EUSTIS SEAWALL STUDY	-	40,000	400,000	-	-	-	**440,000**
014-8600-581-60-43	SPLASH PAD	65,721	-	-	-	-	-	-
014-NEW-TBD	BAY STREET DRAINAGE IMPROVEMENTS	-	-	-	-	-	145,000	**145,000**
014-8600-581-92-49	STREET REHABILITATION - GRANT	49,925	-	-	-	-	-	-
014-8600-581-92-52	PALMETTO PLAZA - CDBG GRANT	750,000	-	-	-	-	-	-
	COMMUNITY REDEVELOPMENT FUND TOTAL	**1,029,582**	**115,481**	**466,469**	**53,376**	**54,845**	**225,000**	**915,172**
	STORMWATER UTILITY REVENUE FUND							
049-3720-538-60-85	STORMWATER STUDY LAKEVIEW	4,664	-	-	-	-	-	-
049-3720-538-60-64	ARDICE AVE - KURT & RUELME	300,000	-	-	-	-	-	-
049-NEW-TBD	BULL DOZER	-	-	-	-	-	225,000	**225,000**
049-NEW-TBD	TRACTOR BUSH HOG MOWER	-	-	-	-	-	35,000	**35,000**
049-3720-538-60-66	CONCRETE CRUSHING	36,000	-	-	-	-	40,000	**40,000**
049-3720-538-60-67	TILDFORD STORMWATER IMPROVEMENTS	-	51,500	-	-	-	-	**51,500**
049-3720-538-60-68	LIBERTY SUBD STORMWATER IMPROV	-	154,500	-	-	-	-	**154,500**
049-PNEW-TBD	BONNA VISTA STORMWATER IMPROV	-	-	212,000	-	-	-	**212,000**
049-3720-538-60-65	PW STORM GRADALL EQUIP	100,000	-	-	-	-	-	-
049-3720-538-60-69	PW STREET SWEEPER	-	200,000	-	-	-	-	**200,000**
049-3720-538-60-63	STORMWATER MASTER PLAN IMPROV	49,252	-	-	-	224,000	-	**224,000**
	STORMWATER UTILITY REVENUE FUND TOTAL	**489,916**	**406,000**	**212,000**	**-**	**224,000**	**300,000**	**1,142,000**
	FIRE PREVENTION CAPACITY EXPANSION TRUST FUND							
059-2230-522-60-64	FIRE ADMIN VEHICLE	50,000	-	-	-	-	-	-
	FIRE PREV CAP EXP TRUST FUND TOTAL	**50,000**	**-**	**-**	**-**	**-**	**-**	**-**
	PARKS & RECREATION CAPACITY EXP TRUST FUND							
063-8600-517-60-03	PW SUNSET ISLE SKATE PARK	152,077	-	-	-	-	-	-
	PARKS & REC CAP EXP TRUST FUND TOTAL	**152,077**	**-**	**-**	**-**	**-**	**-**	

WATER & SEWER CAPITAL FINANCING								
042-8600-535-66-72	TRACTOR BOOM MOWER	140,000	-	-	-	-	-	-
042-8600-535-66-73	SLUDGE TANKER	150,000	-	-	-	-	-	-
042-8600-533-65-71	ONE-TON SERVICE TRUCK	40,000	-	-	-	-	-	-
042-8600-533-65-72	HALF-TON SERVICE TRUCK	30,000	-	-	-	-	-	-
042-8600-533-65-73	ONE-TON DUMP TRUCK	80,000	-	-	-	-	-	-
042-8600-533-65-74	CREW CAB SERVICE TRUCK	70,000	-	-	-	-	-	-
042-8600-533-65-68	WATER DEPARTMENT CAR	25,000	-	-	-	-	-	-
042-8600-533-65-69	HALF-TON IRRIGATION PICKUP	30,000	-	-	-	-	-	-
042-8600-535-66-78	WASTEWATER PICKUP REPLACEMENTS	104,000	-	-	-	-	-	-
042-8600-533-65-02	WATER METER HEAD REPLACEMENT	180,000	-	-	-	-	-	-
042-8600-533-65-70	METER REPLACEMENT	39,000	-	-	-	-	-	-
042-8600-533-65-35	CHEMICAL FEED SYSTEM MAINTENANCE	56,000	-	-	-	-	-	-
042-8600-533-66-27	WATER TANK INSPECTIONS	70,000	-	-	-	-	-	-
042-8600-533-66-30	DIRECTIONAL BORES	40,000	-	-	-	-	-	-

Project Number		Current Budget	Project Name	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	Five Year Total
042-8600-533-66-31	WATER PUMP REPLACEMENTS	88,000	-	-	-	-	-	-	-
042-8600-533-66-32	WATER CHECK VALVES	20,000	-	-	-	-	-	-	-
042-8600-533-66-33	WATER TANK PAINTING	20,000	-	-	-	-	-	-	-
042-8600-533-66-37	WATER DEPARTMENT PAVE AND RESEAL	25,000	-	-	-	-	-	-	-
042-8600-533-65-07	WATER METER REBUILD AND REPLACE	450,000	-	-	-	-	-	-	-
042-8600-533-65-40	ARDICE WATER PLANT HIGH SERVICE PUMP	128,500	-	-	-	-	-	-	-
042-8600-535-66-56	SEWER AIR RELEASE VALVE REHAB	20,000	-	-	-	-	-	-	-
	WATER & SEWER CAPITAL FINANCING TOTAL	1,805,500	-	-	-	-	-	-	-
	WATER & SEWER R&R FUND								
042-PREV-TBD	WATER / REMOTE METER READING	-	-	100,000	-	-	-	-	100,000
042-8600-533-65-35	WATER / CHEMICAL FEED	-	-	-	-	14,000	14,000	-	28,000
042-8600-533-65-45	WATER / WTR LINE REPL-	28,515	-	-	-	-	-	-	-
042-8600-533-65-47	WATER / UPDATE MASTER	18,248	-	-	-	-	-	-	-
042-8600-533-65-50	WATER / WATER AUDIT EE	79,072	-	-	-	-	-	-	-
042-8600-533-65-59	WATER / HASELTON PLT E	11,760	-	-	-	-	-	-	-
042-8600-533-66-28	WATER / IDLEWILD LINE REP	304	-	-	-	-	-	-	-
042-8600-533-66-30	WATER / DIRECTIONAL BORES	-	-	-	-	10,000	10,000	-	20,000
042-8600-533-66-31	WATER / WATER PUMP REPL	-	-	-	-	22,000	22,000	-	44,000
042-8600-533-66-32	WATER / CHECK VALVES	-	-	-	-	5,000	5,000	-	10,000
042-8600-533-66-33	WATER / TANK PAINTING	-	-	-	-	5,000	5,000	-	10,000
042-8600-533-66-35	WATER / HASELTON PLT EEC	453,896	-	-	-	-	-	-	-
042-8600-533-66-36	WATER / SR44 WIDENING	129,000	-	-	-	-	-	-	-
042-PREV-TBD	WATER / CORNELIA DR SECOND CONNECT	-	-	-	44,690	-	-	-	44,690
042-PREV-TBD	WATER / CR44 TIE IN & ABANDONED MAIN	-	-	97,520	-	-	-	-	97,520
042-8600-533-66-38	WATER / HAWLEY ST GALV & CAST IRON	-	125,660	-	-	-	-	-	125,660
042-PREV-TBD	WATER / MAGNOLIA AVE GALV MAIN	-	-	-	239,582	-	-	-	239,582
042-8600-533-66-39	WATER / STEVENS AVE MAIN REPLACE	-	61,285	-	-	-	-	-	61,285
042-PREV-TBD	WATER / SUMMIT ST GALV MAIN	-	-	44,838	-	-	-	-	44,838
042-8600-533-65-67	WATER / THREE LAKES GALV MAIN	242,000	-	-	-	-	-	-	-
042-PREV-TBD	WATER / WATER METER REBUILD-REPLACE	-	-	-	-	150,000	150,000	-	300,000
042-PREV-TBD	WATER / ARDICE TOWER REMOVE & HYDRO TANK	-	-	-	54,500	168,000	-	-	222,500
042-8600-533-66-40	WATER / ARDICE GROUND STORAGE TANK	-	819,365	-	-	-	-	-	819,365
042-NEW-TBD	WATER / ARDICE WELL REHAB	-	-	-	-	-	73,500	-	73,500

042-8600-533-65-66	WATER / CR44 ARDICE BULK FLOURIDE & CONTROLS	26,700	26,700	-	-	-	-	**26,700**
TBD	WATER / EASTERN WELL ONE REHAB & UPGRADE	-	-	-	-	-	73,500	**73,500**
TBD	WATER / CHROM TANK REPAIRS	-	-	-	-	-	350,000	**350,000**
TBD	WATER / EASTERN CUP INCREASE	-	-	-	-	-	25,000	**25,000**
TBD	WATER / LAKLWOOD & EDGEWATER CAST IRON REPLACE	-	-	-	-	-	98,500	**98,500**
TBD	WATER / LAUREL OAK ROAD	-	-	-	-	-	55,000	**55,000**
TBD	WATER / YALL RETREAT ROAD	-	-	-	-	-	40,000	**40,000**
TBD	WATER / HASELTON STORAGE TANKS REHAB	-	-	137,000	134,500	-	-	**271,500**
TBD	WATER / RECLAIMED WATER MAIN EXTENSION	-	-	344,000	-	-	-	**344,000**
TBD	WATER / COUNTRY CLUB RD GALV MAIN	-	-	-	-	143,920	-	**143,920**
TBD	WATER / JEFFERIES CT GALV MAIN	-	-	-	-	66,640	-	**66,640**
TBD	WATER / LAKE YALL LANDING RECLAIM RETRO	-	-	-	506,850	-	-	**506,850**
TBD	WATER / SPRING RIDGE RECLAIM RETRO	-	-	-	20,000	-	711,000	**731,000**
TBD	WATER / HALF TON SERVICE TRUCK	-	-	-	-	-	40,000	**40,000**
TBD	WATER / ADMIN TRUCK HALF TON	-	-	-	-	30,000	-	**30,000**
TBD	WATER / ONE TON SERVICE TRUCK	-	-	-	-	-	50,000	**50,000**
TBD	ROBOTIC SURVEY SYSTEM	-	-	-	-	-	35,000	**35,000**
TBD	SEWER / RIB TRACTOR	-	-	-	-	-	51,060	**51,060**
TBD	SEWER / BATES AVENUE SEWER UPGRADE	-	-	-	-	-	50,000	**50,000**
TBD	SEWER / MCCULLOCHS ALLEY SEWER MODIFICATION	-	-	-	-	-	140,000	**140,000**
TBD	SEWER / LAUREL OAK SEWER REHAB	-	-	-	-	-	61,000	**61,000**
TBD	SEWER / RULEME EASEMENT SEWER REHAB	-	-	-	-	-	45,000	**45,000**

Project Number	Project Name	Current Budget	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	Five Year Total
042-NEW-TBD	SEWER / HOLDING POND IMPROVEMENTS	-	-	-	-	-	531,875	**531,875**
042-NEW-TBD	SEWER / LIFT STATION 9 REHAB	-	-	-	-	-	448,500	**448,500**
042-NEW-TBD	SEWER / WWTP CHLORINE STATION RELOCATE	-	-	-	-	-	233,450	**233,450**
042-NEW-TBD	SEWER / CHLORINE CONTACT CHAMBER	-	-	-	-	-	43,010	**43,010**
042-PREV-TBD	SEWER / WASTEWATER PICKUP TRUCK REPLACEMENT	-	-	-	-	26,000	30,000	**56,000**
042-8600-535-66-43	SEWER / SUBMERSIBLE PU	35,000	35,000	35,000	35,000	35,000	35,000	**175,000**
042-8600-535-66-45	SEWER / LIFT STATION PUMP&MOTO	30,000	-	-	-	-	-	**-**
042-8600-535-66-50	SEWER / LIFT STATION CONTROL PANELS	27,000	27,000	27,000	27,000	27,000	27,000	**135,000**
042-8600-535-66-56	SEWER / AIR REL VAL REH	-	-	-	-	5,000	5,000	**10,000**
042-8600-535-66-57	SEWER / MANHOLE REHAB	20,000	20,000	20,000	20,000	20,000	20,000	**100,000**
042-8600-535-66-58	SEWER / E WWPT NITRO ENG	3,910	-	-	-	-	-	**-**
042-8600-535-66-61	SEWER / SECURITY/SURVEILANCE	105,000	-	-	-	-	-	**-**
042-8600-535-66-65	SEWER / E. REHA. MODIF.	123,688	-	-	-	-	-	**-**
042-8600-535-66-70	SEWER / EASTERN WWTP EXPANSION CITY	1,147,325	-	-	-	-	-	**-**
042-8600-535-66-79	SEWER / WOODWARD SEWER REPLACE	-	13,390	396,175	-	-	-	**409,565**
042-PREV-TBD	SEWER / EASTERN RECLAIM GROUND STORAGE TANK EXP	-	-	-	1,226,250	-	-	**1,226,250**
042-8600-535-66-80	SEWER / SCADA UPGRADE	-	82,400	-	-	-	-	**82,400**
042-PREV-TBD	SEWER / MAY ST SEWER & LIFT STATION	-	-	-	49,050	560,000	-	**609,050**
042-PREV-TBD	SEWER / SPRAYFIELD TRANSFER PUMPS	-	-	-	-	464,800	-	**464,800**
042-PREV-TBD	SEWER / BELT PRESS REFURB	-	-	-	-	80,640	-	**80,640**
	WATER & SEWER R&R FUND TOTAL	**2,481,418**	**1,210,800**	**1,201,533**	**2,357,422**	**1,833,000**	**3,478,395**	**10,081,150**

WATER & SEWER SERIES 2016 REVENUE BOND								
042-8600-537-68-01	SEWER / MCD-MARY REHAB SLIPLINE	121,000	-	-	-	-	-	**-**
042-8600-537-68-02	SEWER / LAKEVIEW WATER REPLACE	1,250,000	-	-	-	-	-	**-**
042-8600-537-68-03	SEWER / LAKEVIEW SEWER REPLACE	1,250,000	-	-	-	-	-	**-**
042-8600-537-68-04	SEWER / NORTHSIDE SLIPLINE	264,500	-	-	-	-	-	**-**
042-8600-537-68-05	SEWER / SOUTHSIDE SLIPLINE	161,000	-	-	-	-	-	**-**
042-8600-537-68-06	SEWER / GROVE ST SEWER REHAB SLIPLINE	78,200	-	-	-	-	-	**-**
042-8600-537-68-07	SEWER / MASTER LIFT STATION UPGRADE	485,000	-	-	-	-	-	**-**
042-8600-537-68-08	SEWER / SLUDGE HANDLING UPGRADE	525,000	-	-	-	-	-	**-**

042-8600-537-68-09	SEWER / EASTERN WWTP EXPANSION	3,900,000	-	-	-	-	-	-
	WATER & SEWER REVENUE BOND TOTAL	**8,034,700**	**-**	**-**	**-**	**-**	**-**	**-**
EASTERN WWTP EXPANSION GRANT								
042-8600-535-66-71	EASTERN WWTP EXPANSION - SJRWMD GRANT	2,300,000	-	-	-	-	-	-
	EASTERN WWTP EXPANSION GRANT TOTAL	**2,300,000**	**-**	**-**	**-**	**-**	**-**	**-**
WATER IMPACT FUND								
065-8600-533-67-32	WATER EXPANSION PROJECTS/RECLAIMED STUDY	14,508	-	-	-	-	-	-
065-8600-533-67-35	NEW WATER SERVICE SETS	90,000	90,000	90,000	90,000	90,000	90,000	**450,000**
065-8600-533-67-36	RECLAIMED WATER SERVICE SETS	30,000	30,000	30,000	30,000	30,000	30,000	**150,000**
	WATER IMPACT FUND TOTAL	**134,508**	**120,000**	**120,000**	**120,000**	**120,000**	**120,000**	**600,000**
SEWER IMPACT FUND								
042-8600-535-66-70	EASTERN WWTP EXPANSION	800,000	-	-	-	-	-	-
	SEWER IMPACT FUND TOTAL	**800,000**	**-**	**-**	**-**	**-**	**-**	**-**
WATER & SEWER TOTAL ALL SOURCES		**15,556,126**	**1,330,800**	**1,321,533**	**2,477,422**	**1,353,000**	**3,338,395**	**10,681,150**
TOTAL CITYWIDE CAPITAL IMPROVEMENT PLAN		**20,203,968**	**3,107,782**	**4,706,911**	**3,916,646**	**3,676,536**	**6,125,266**	**21,533,141**

~~EXHIBIT C~~
ECONOMIC DEVELOPMENT ELEMENT
~~GOALS, OBJECTIVES AND POLICIES~~

GOAL ECD 1: ECONOMIC DEVELOPMENT
Maintain ~~Promote~~ a healthy and growing ~~local employment and tax base in terms of new job opportunities provided, wages paid and revenues generated~~ economy by creating jobs, increasing the tax base, and fostering a diverse and stable economy, to include attracting new businesses, helping existing ones thrive, supporting entrepreneur development, and facilitating community redevelopment.

OBJECTIVE ECD 1.1: ~~TARGET INDUSTRIES~~ BUSINESS AND INDUSTRY
To provide an environment favorable for the ~~development of new target industries within the City~~ growth and expansion of existing businesses, attraction of new ones, initiation of startup ventures, including supportive infrastructure.

Policy ECD 1.1.1: Industrial Development
The City shall continue to provide locations for industrial development on the Future Land Use Map, consistent with the standards and provisions for each district as defined in the Future Land Use ~~Appendix~~.

Policy ECD 1.1.2: Land Development Regulations Standards
The City shall continue to ensure that ~~Land Development Regulations~~ LDR standards regarding industrial development are contextually appropriate and do not place onerous site standards on new industrial development.

Policy ECD 1.1.3: Coordination with Lake Area Economic Development (LEAD)~~the Economic Development Commission of Mid- Florida~~
The City shall ~~maintain regular communications with the Economic Development Commission of Mid-Florida to promote the Eustis area as a location for industrial development~~ coordinate with LEAD to promote Eustis as a location for new businesses, especially those on the City's Target Industry List.

Policy ECD 1.1.4: Coordination with Local Economic Development Organizations
The City shall maintain ~~regular communications with the WAGES (Work and Gain Economic Self-sufficiency) board serving Lake County, Lake Technical College, the Lake County Economic Development Office, and Lake-Sumter State College to ensure that labor force skills and training programs are relevant to local economic development needs and opportunities~~a close working relationship with Lake County Economic Development Office, CareerSource Central Florida, Central Florida Regional Planning Council, Lake Technical College, Lake Sumter State College, and the Small Business Administration to ensure that economic development opportunities, workforce talent, skills and training are maximized in the pursuit of job creation, business capital investment, and economic diversification and

growth.

Policy ECD 1.1.5: Entrepreneur Development through the University of Central Florida/Eustis Business Incubator

Support the growth of early-stage business ventures, including technology-driven businesses, to foster create jobs, economic development, and help local entrepreneurs develop scalable, high-growth companies.

Policy ECD 1.1.6: Development Incentives

A city should consider creating economic development incentives to attract new businesses, encourage capital investment, redevelop underutilized properties, and job creation. Incentives may include tax credits, grants, or streamlined permitting, and establish policies to guide economic growth, aligning with broader goals for land use and infrastructure.

OBJECTIVE ECD 1.2: DOWNTOWN EUSTIS

To promote the continued development and redevelopment of Downtown Eustis, consistent with the adopted ~~City of Eustis Downtown Plan~~ plans including: Strategic Plans, Master Plans, Community Redevelopment Agency (CRA) Plans, Economic Development Plans, Marketing Plans, etc.

Policy ECD 1.2.1: Land Development Regulations Standards

The City shall ensure that the ~~Land Development Regulations~~LDR promote investments in the Downtown and do not create significant regulatory impediments to redevelopment and infill projects.

Policy ECD 1.2.2: Walkability and Beautification

The City shall continue to pursue projects that enhance the beauty and walkability of the Eustis Downtown through streetscaping projects such as the addition of street trees, sidewalks, bike lanes, on-street parking, improved crosswalks, and Florida Friendly plantings.

Policy ECD 1.2.3: Land Acquisition

The City ~~may~~ should consider ~~programs for purchasing key downtown parcels for economic development, redevelopment, and/or housing~~ strategic acquisition of downtown land/property that represents a unique and strong value proposition for creating development, redevelopment, and mixed-use opportunities.

Policy ECD 1.2.4: Downtown Signage

The City shall maintain ~~a~~ cohesive wayfinding signs ~~and signage Master Plan~~ in the CRA area, ~~for the~~ but particularly in the Downtown ~~area~~ Central Business District.

OBJECTIVE ECD 1.3: EUSTIS COMMUNITY REDEVELOPMENT AGENCY (CRA)

~~To c~~Coordinate ~~economic development efforts by the City with~~ the Eustis Community Redevelopment Agency's development and redevelopment activities with the broader City of Eustis economic development efforts.

Policy ECD 1.3.1: EUSTIS CRA REDEVELOPMENT ~~Master~~ Plan

The City shall consider the specific ~~action items in the Downtown Eustis Master Plan and East Eustis CRA Master Plan when reviewing applications for redevelopment, site plans, or amendments to the Future Land Use Map within the CRA~~ strategies, tactics, and recommendations included in the CRA Redevelopment Plan, and other plans and studies conducted for the economic development betterment of the CRA area.

Policy ECD 1.3.2: CRA Plan Implementation

The City shall coordinate with the CRA Board in implementing ~~a~~ CRA ~~Strategic Action Plan joining the needs of the Downtown and eastern portions of the CRA~~ plans, including the Downtown and East Town Master Plan.

Policy ECD 1.3.3: Infrastructure Coordination

The City shall coordinate with the CRA in developing updates to the City's Five-Year Capital Improvements Plan.

FUTURE LAND USE MAP SERIES

Map 1: 2046 Future Land Use Map
Map 2: Development Patterns
Map 3: Soils
Map 4: Topography and Drainage Basins
Map 5: Designated Water Wellhead Protection Areas
Map 6: Surface Water Features
Map 7: Areas Subject to Flooding
Map 8: Vegetation
Map 9: Washinton Avenue Historic District
Map 10: National Register of Historic Places and Sites
Map 11: Local Landmark Series
Map 12: Wekiva Study Area: Most Effective Undeveloped Recharge Areas
Map 13: Wekiva Study Area: Florida Landscape Assessment Model
Map 14: Wekiva Study Area: Land Cover
Map 15: Wekiva Study Area: Priority Wetlands
Map 16: Wekiva Study Area: Strategic Habitat Ranking System, Public Lands, and Proposed Acquisitions
Map 17: Wekiva Study Area: Biodiversity Hotspots
Map 18: Roadway Functional Classification System
Map 19: Year 2025 Roadway Number of Lanes
Map 20: Year 2025 Roadway Level of Service
Map 21: Existing Mass Transit
Map 22: TCEA
Map 23: Year 2046 Roadway Number of Lanes
Map 24: Year 2046 Roadway Level of Service

City of Eustis Comprehensive Plan

Map #1

2046 Future Land Use Map

Legend

Future Land Use

- RR - Rural Residential (1 du/acre)
- SR - Suburban Residentia; (1-5 du/acre)
- UR - Urban Residential (6 du/acre or more)
- MH/RV - Moble Home/RV
- GC - General Commercial
- CBD - Central Business District
- RT - Residential/Office Transitional
- MCR - Mixed Commercial/Residential
- MCI - Mixed Commercial/Industrial
- LI - Light Industrial
- GI - General Industrial
- PI - Public/Institutional
- AG - Agriculture
- CON - Conservation
- City Limits
- Water Features

Source: City of Eustis

N

0 0.5 1 Miles

Map Date: 11/22/2025

DESIGNWEST GROUP

City of Eustis Comprehensive Plan
Map #2
Development Patterns

Legend

Framework
- Conservation
- Rural
- Suburban
- Urban
- City Limits
- Water Features

Source: City of Eustis

N

0 0.5 1 Miles

Map Date: 11/23/2025

DESIGNWEST GROUP

City of Eustis Comprehensive Plan

Map #3

Soils

Legend

Soil Name

- ANCLOTE AND MYAKKA SOILS
- APOPKA SAND, 0 TO 5 PERCENT SLOPES
- APOPKA SAND, 5 TO 12 PERCENT SLOPES
- ARENTS
- BLUFF AND MANATEE SOILS, FREQUENTLY FLOODED
- BORROW PITS
- BRIGHTON MUCK, DEPRESSIONAL
- CANDLER SAND, 0 TO 5 PERCENT SLOPES
- CANDLER SAND, 12 TO 40 PERCENT SLOPES
- CANDLER SAND, 5 TO 12 PERCENT SLOPES
- CASSIA SAND
- ELLZEY SAND
- EMERALDA FINE SAND
- EUREKA LOAMY FINE SAND, 0 TO 2 PERCENT SLOPES
- EVERGLADES MUCK, DEPRESSIONAL
- FELLOWSHIP FINE SANDY LOAM, DEPRESSIONAL
- IMMOKALEE SAND
- KENDRICK SAND, 0 TO 5 PERCENT SLOPES
- LAKE SAND, 0 TO 5 PERCENT SLOPES
- LAKE SAND, 12 TO 22 PERCENT SLOPES
- LAKE SAND, 5 TO 12 PERCENT SLOPES
- LOCHLOOSA SAND
- MARTEL SANDY CLAY LOAM
- MYAKKA AND PLACID SAND, 2 TO 8 PERCENT SLOPES
- MYAKKA-MYAKKA, WET, SANDS, 0 TO 2 PERCENT SLOPES
- OCOEE MUCKY PEAT
- OKLAWAHA MUCK
- ONA-ONA, WET, FINE SAND, 0 TO 2 PERCENT SLOPES
- ORLANDO FINE SAND, 0 TO 5 PERCENT SLOPES
- ORSINO SAND
- PAOLA SAND, 0 TO 5 PERCENT SLOPES
- PAOLA SAND, 5 TO 12 PERCENT SLOPES
- PLACID AND MYAKKA SANDS, DEPRESSIONAL
- PLACID SAND, FREQUENTLY PONDED, 0 TO 2 PERCENT SLOPES
- POMELLO SAND, 0 TO 5 PERCENT SLOPES
- POMPANO SAND
- SEFFNER SAND
- SPARR SAND, 0 TO 5 PERCENT SLOPES
- SPARR SAND, 5 TO 12 PERCENT SLOPES
- ST. LUCIE SAND, 0 TO 8 PERCENT SLOPES
- SWAMP
- TAVARES SAND, 0 TO 5 PERCENT SLOPES
- WATER
- WAUCHULA SAND

Source: USGA SSURGO

N

0 0.5 1 Miles

Map Date: 11/23/2025

DESIGNWEST GROUP

City of Eustis Comprehensive Plan

Map #4

Topography and Drainage Basins

Legend

- City Limits
- Basins
- Higher Elevation
- Lower Elevation
- Water Features

Source: USGS 1/9 DEM
SJRWMD Basins

N

0 0.5 1 Miles

Map Date: 11/23/2025

DESIGNWEST GROUP

City of Eustis Comprehensive Plan

Map #5

Designated Water Wellhead Protection Areas

GRAND ISLAND SHORES WTP

CR 44 WTP

HASELTON WTP

ARDICE WTP

Lake Yale
Lake Smith
Lake Bracy
Lake Dalhousie
Lake Eldorado
Clear Lake
Lake Myrtle
Lake Swatara
Trout Lake
Orchid Lake
Blue Lake
Lake Eustis
Lake Dot
Green Lake
Lake Gracie
Lake Maggie
Lake Nettie
Lake Joanna
West Crooked Lake
East Crooked Lake
Lake Hermosa
Lake Dicie
Loch Leven
Lake Etowah
Lake Woodward
Lake Louise
Lake Juniata
Lake Frances
Lake Saunders
Lake Gertrude

GR-452 · 452 · GR-44 · 44 · 19 COUNTY · 19A · S R19 · N R19 · 44A · GR-44A · 441 · 44 COUNTY · SR-44

EUSTIS GROVE · GETFORD RD · HICKS DITCH RD · PALMETTO ST · WALL ST · ESTES RD · E BATES AVE · BATES AVE · N CENTER ST · N PRESCOTT ST · E MCDONALD AVE · ORANGE BAY GROVE · E GR-44 · E KEY AVE · W WOODWARD AVE · S BAY ST · HASELTON ST · WASHINGTON AVE · COUNTRY CLUB RD · E LAKEVIEW AVE · S GROVE ST · LAKESHORE DR · KURT ST · LAKE EUSTIS DR · DAVID WALKER DR · MT HOMER RD · HUFFSTETLER DR · W ARDICE AVE · OLD MT DORA RD · EUDORA RD · EAST CROOKED LAKE DR · ABRAMS RD · WAY CROSS AVE · MORNINGSIDE DR · OLD EUSTIS RD · US HWY 441 · BURLEIGH · E BURLEIGH BLVD · DORA · DORA AVE · LAKE SAUNDERS · EUDORA

Legend

- Water Treatment Plant Wellheads
- City Limits
- Water Features

Source: SJRWMD Wellheads

N

0 0.5 1 Miles

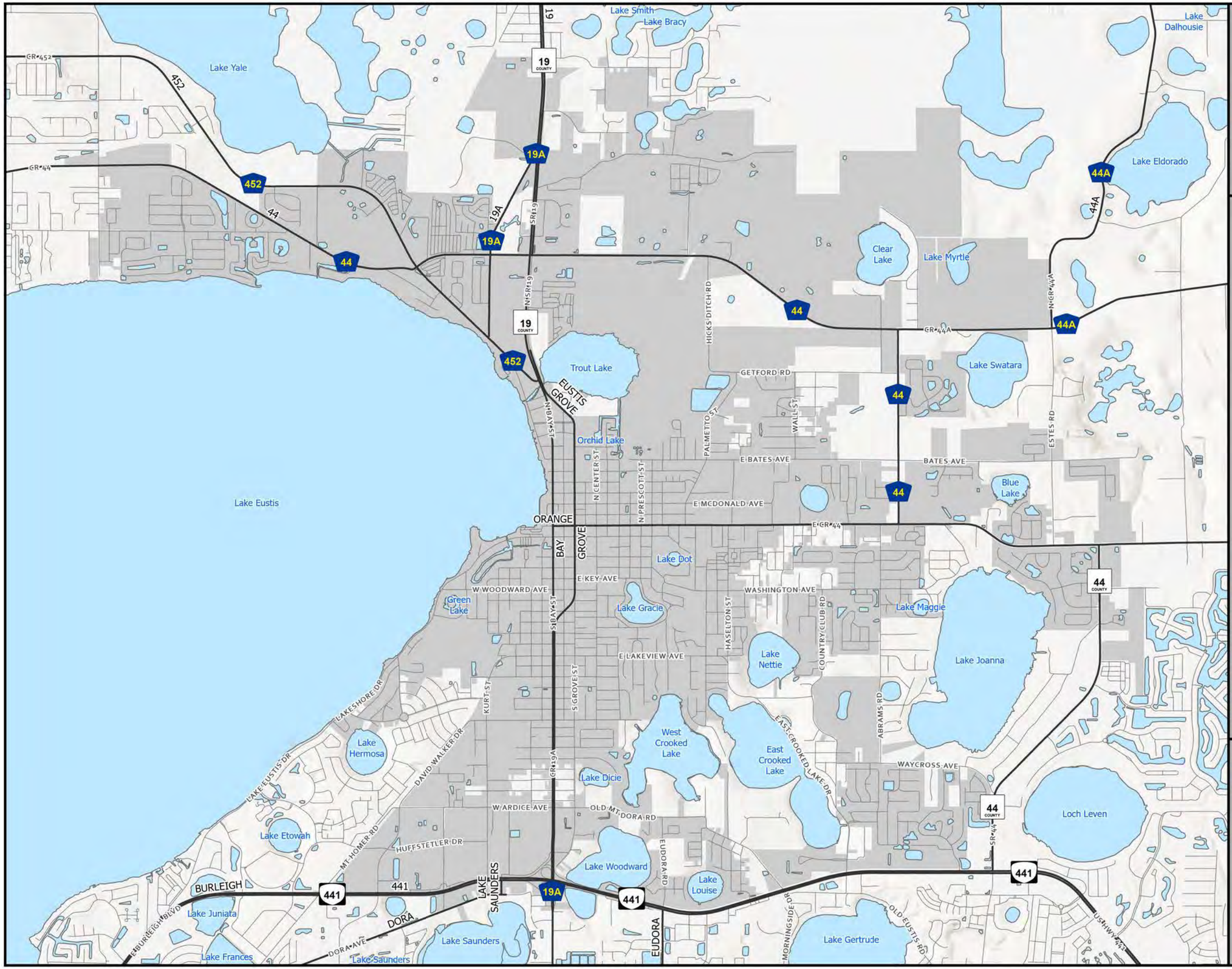
Map Date: 11/23/2025

DESIGNWEST GROUP

City of Eustis Comprehensive Plan

Map #6

Surface Water Features



Legend

- City Limits
- Water Features

Source: City of Eustis

N

0 0.5 1 Miles

Map Date: 11/23/2025

DESIGNWEST GROUP

City of Eustis Comprehensive Plan

Map #7

Areas Subject to Flooding

Legend

- City Limits
- 100 Year Floodplain
- Water Features

Source: FEMA Floodzones

N

0 0.5 1 Miles

Map Date: 11/23/2025

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City of Eustis Comprehensive Plan

Map #8

Vegetation

Legend

- City Limits
- Water Features
- Wetlands
- Forested
- Shrub/Herbaceous
- Agriculture
- Developed

Vegetation Key

2110: Improved pastures (monocult, planted forage crops)
2130: Woodland pastures
2150: Field crops
2210: Citrus groves
2240: Abandoned tree crops
2400: Nurseries and vineyards
2430: Ornamentals
2610: Fallow cropland
3100: Herbaceous upland nonforested
3200: Shrub and brushland (wax myrtle or saw palmetto, occasionally scrub oak)
3300: Mixed upland nonforested
4110: Pine flatwoods
4120: Longleaf pine - xeric oak
4200: Upland hardwood forests
4340: Upland mixed coniferous/hardwood
4410: Pine plantation
4430: Forest regeneration
6110: Bay swamp (if distinct)
6170: Mixed wetland hardwoods
6210: Cypress
6220: Pond pine
6250: Hydric pine flatwoods
6300: Wetland forested mixed
6410: Freshwater marshes
6430: Wet prairies
6440: Emergent aquatic vegetation
6460: Mixed scrub-shrub wetland

Source: SJRWMD FLUCCFS Layer 2020

N

0 0.5 1 Miles

Map Date: 11/23/2025

DESIGNWEST GROUP

City of Eustis Comprehensive Plan

Map #9

Washington Avenue Historic District

Legend

- Washington Ave Historic District
- City Limits
- Water Features

Source: City of Eustis

N

0 0.5 1 Miles

Map Date: 11/23/2025

DESIGNWEST GROUP

City of Eustis Comprehensive Plan

Map #10

National Register of Historic Places and Sites

Legend

- Eustis_Commercial_Historic_District
- Washington Ave Historic District
- Historic_Sites
- City Limits
- Water Features

Map Key	Site
1	KMR LAND HOLDINGS LLC 3300 GRAND ISLAND SHORES RD
2	LYALS RICHARD & HILLARY M 1609 E BATES AVE
3	EUSTIS HISTORICAL MUSEUM/CLIFFORD HOUSE 536 N BAY ST
4	RC LUKE INC 402 N BAY ST
5	ALICE MCCLELLAND MEMORIAL BANDSHELL 250 FERRAN PARK DR
6	FERREN PARK 250 FERRAN PARK DR
7	WOMEN'S CLUB OF EUSTIS 227 N CENTER ST
8	IRON BLOCK BUILDING 113 N BAY ST
9	GRAND MAGNOLIA LLC 108 N BAY ST
10	EUSTIS CITY HALL 10 N GROVE ST
11	NEIL J ZEVNIK FAMILY TRUST 320 S MARY ST
12	VAN GIESON ROBERT R & RAY LAMBERT 410 S CENTER ST
13	GETHSEMANE BAPTIST CHURCH OF EUSTIS INC 535 S BAY ST
14	STAMPER MONTE D 611 FERNSHAW AVE
15	KIRST DENNIS E & CHERYL M KIRST LIFE ESTATE 1025 LAKE GRACIE DR
16	BETTY A PELLEGRINI REVOCABLE TRUST 912 S CENTER ST
17	MC CATHRAN JACQUELINE LIFE ESTATE 1004 FAHNSTOCK ST
18	GOULD HYDE NORTON HOUSE 1390 E LAKEVIEW AVE
19	PACE BOWMAN E II 706 E LAKEVIEW AVE
20	VERDUN FLAVIO P ET AL 250 W MILLS AVE
21	MT OLIVE CEMETERY 2970 DILLARD RD

Source: City of Eustis

N

0 0.5 1 Miles

Map Date: 11/23/2025

DESIGNWEST GROUP

City of Eustis Comprehensive Plan

Map #11

Local Landmark Sites

Legend

- City Limits
- Water Features
- Local Landmarks

Map Key	Landmark Address
1	611 FERNSHAW AVE
2,	250 W MILLS AVE
3	706 E LAKEVIEW AVE
4	1390 E LAKEVIEW AVE
5	1004 FAHNSTOCK ST
6	1025 LAKE GRACIE DR
7	108 N BAY ST
8	535 S BAY ST
9	402 N BAY ST
10	3300 GRAND ISLAND SHORES RD
11	912 S CENTER ST
12	725 E MCDONALD AVE
13	1609 E BATES AVE
14	MT OLIVE CEMETERY
15	320 S MARY ST

Source: City of Eustis

N

0 0.5 1 Miles

Map Date: 11/23/2025

DESIGNWEST GROUP

City of Eustis Comprehensive Plan

Map #12

Wekiva Study Area: Most Effective Undeveloped Recharge Areas

Legend

- Wekiva Study Area
- Most Effective Undeveloped Recharge Areas
- City Limits
- Water Features

Source: SJRWMD Recharge Areas
SJRWMD FLUCFCS 2020

N

0 0.5 1 Miles

Map Date: 11/23/2025

DESIGNWEST GROUP

City of Eustis Comprehensive Plan

Map #13

Wekiva Study Area: Florida Landscape Assessment Model

Legend

- Wekiva Study Area
- City Limits
- Water Features

FLAM

- 0
- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9
- 10

Source: FFWC 2019 Florida Landscape Assessment Model - Replaced IWHRS in 2009

N

0 0.5 1 Miles

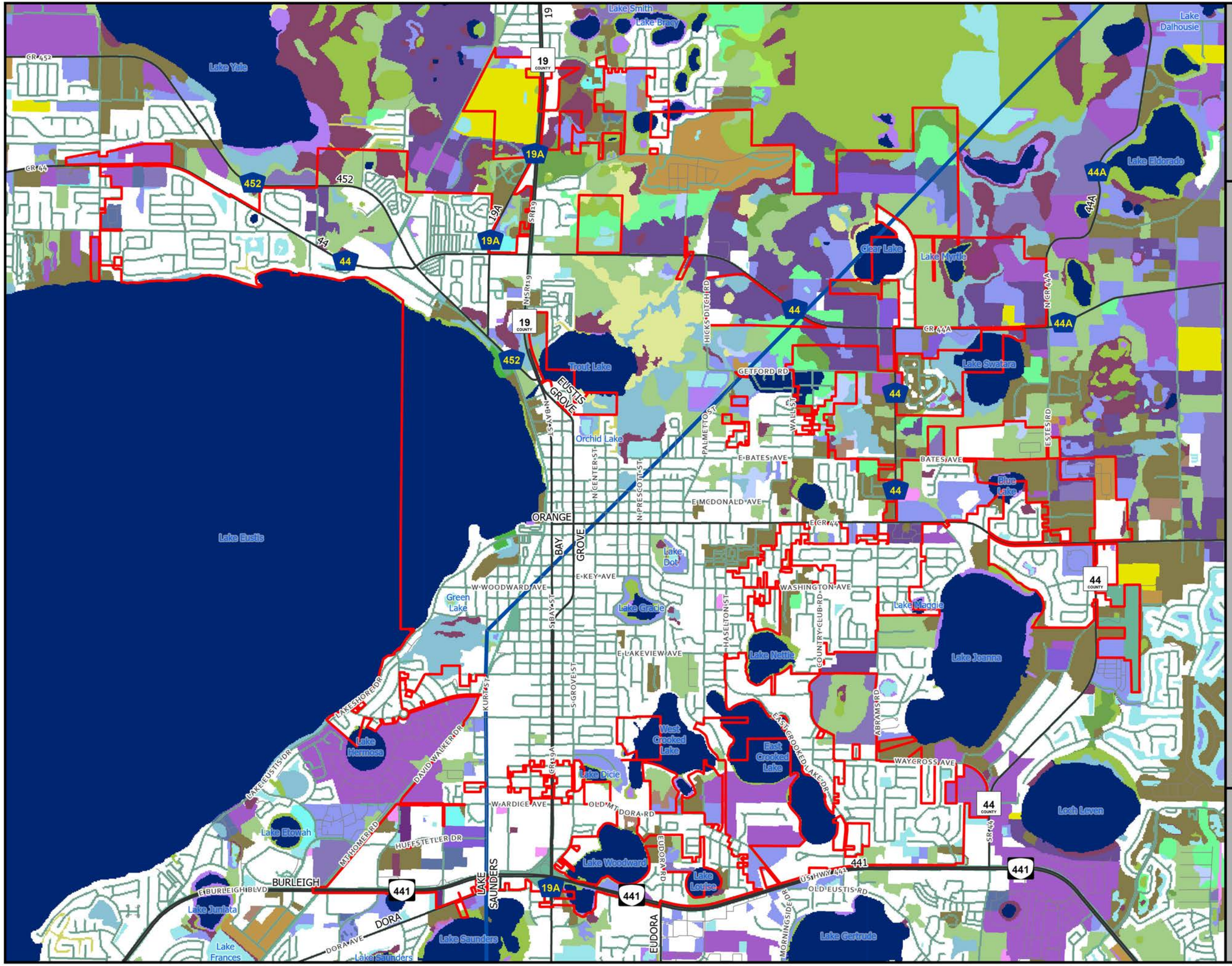
Map Date: 11/28/2025

DESIGNWEST GROUP

City of Eustis Comprehensive Plan

Map #14

Wekiva Study Area: Land Cover



Legend

- City Limits

FFWC Landcover

- Upland Hardwood Forest
- High Pine and Scrub
- Dry Flatwoods
- Mixed Hardwood-Coniferous
- Shrub and Brushland
- Cultural - Terrestrial
- Low Intensity Urban
- High Intensity Urban
- Rural
- Transportation
- Communication
- Utilities
- Extractive
- Freshwater Non-Forested Wetlands
- Prairies and Bogs
- Marshes
- Freshwater Forested Wetlands
- Cypress
- Other Coniferous Wetlands
- Wet Flatwoods
- Baygall
- Lacustrine
- Natural Lakes and Ponds
- Cultural - Lacustrine
- Riverine
- Cropland/Pasture
- Orchards/Groves
- Tree Plantations
- Vineyard and Nurseries
- Other Agriculture
- Improved Pasture

Source: FFWC 2018 Land Cover

N

0 0.5 1 Miles

Map Date: 11/28/2025

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City of Eustis Comprehensive Plan

Map #15

Wekiva Study Area: Priority Wetlands

Legend

- City Limits
- Water Features
- Wekiva Study Area

Wetland Priority

- Priority 1 - Highest
- Priority 2
- Priority 3
- Priority 4
- Priority 5
- Priority 6

Source: FFWC CLIP 4 Wetlands 2016
FNAI / FSU / Nature Service Network

N

0 0.5 1 Miles

Map Date: 11/28/2025

DESIGNWEST GROUP

City of Eustis Comprehensive Plan

Map #16

Wekiva Study Area: Strategic Habitat Ranking System, Public Lands and Proposed Acquisitions

Legend

- City Limits
- Water Features
- Wekiva Study Area
- Florida Forever Proposed Acquisition
- Strategic Habitat

Source: FNAI
FFBOT Proposed Acquisition, 2025
FFWC Strategic Habitat Conservation Areas 2009

N

0 0.5 1 Miles

Map Date: 11/28/2025

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City of Eustis Comprehensive Plan

Map #17

Wekiva Study Area: Biodiversity Hot Spots

Legend

- City Limits
- Water Features
- Wekiva Study Area
- Less Biodiversity
- More Biodiversity

Source: FFWC CLIP 4 2016
FNAI / FSU / Nature Service Network

N

0 0.5 1 Miles

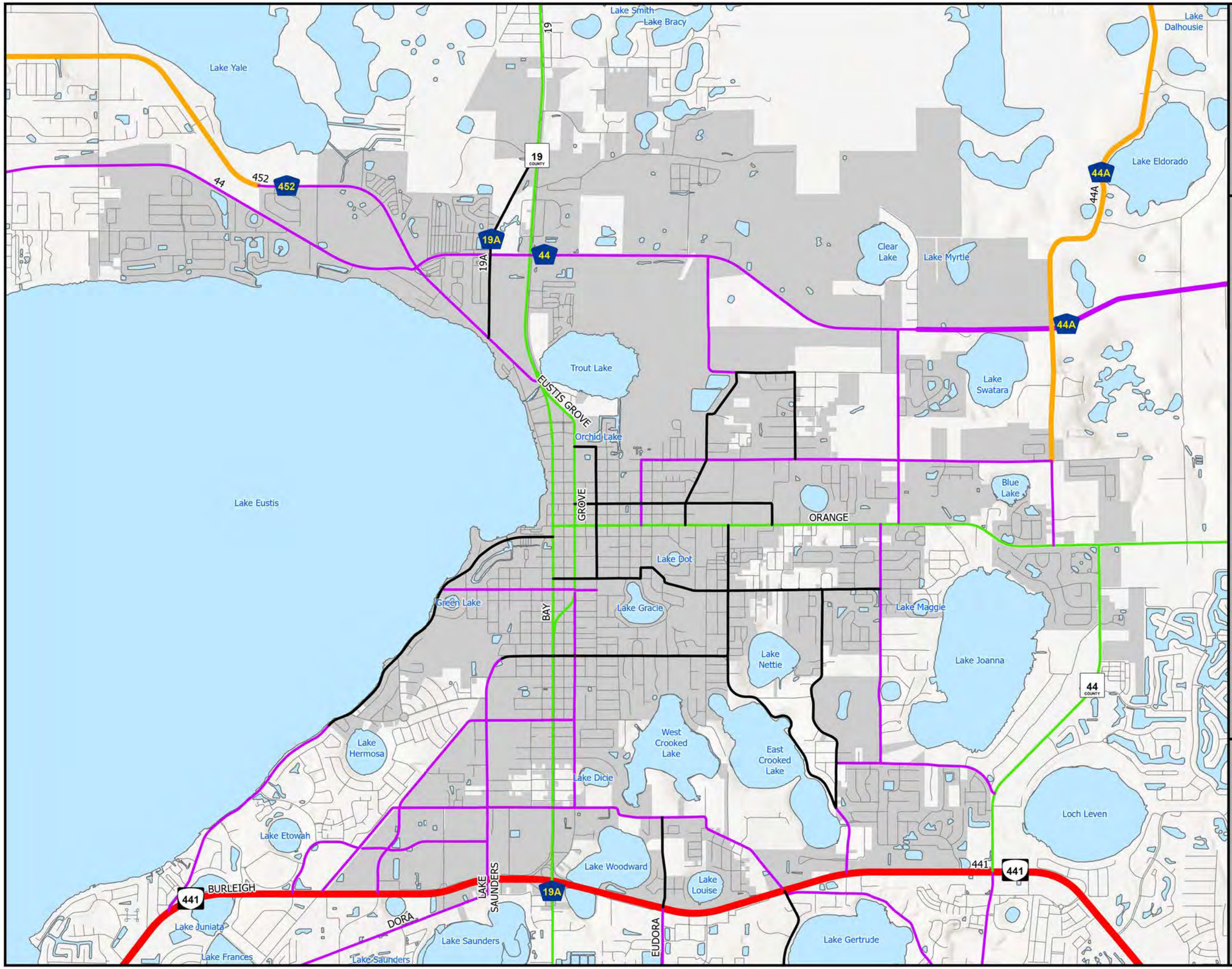
Map Date: 11/28/2025

DESIGNWEST GROUP

City of Eustis Comprehensive Plan

Map #18

Roadway Functional Classification System



Legend

- City Limits
- Water Features

Functional Classification

- Rural Principal Arterial - Other
- Rural Minor Arterial
- Rural Major Collector
- Rural Minor Collector
- Urban Minor Arterial
- Urban Collector
- Urban Local
- Not Classified

Source: Eustis City

N

0 0.5 1 Miles

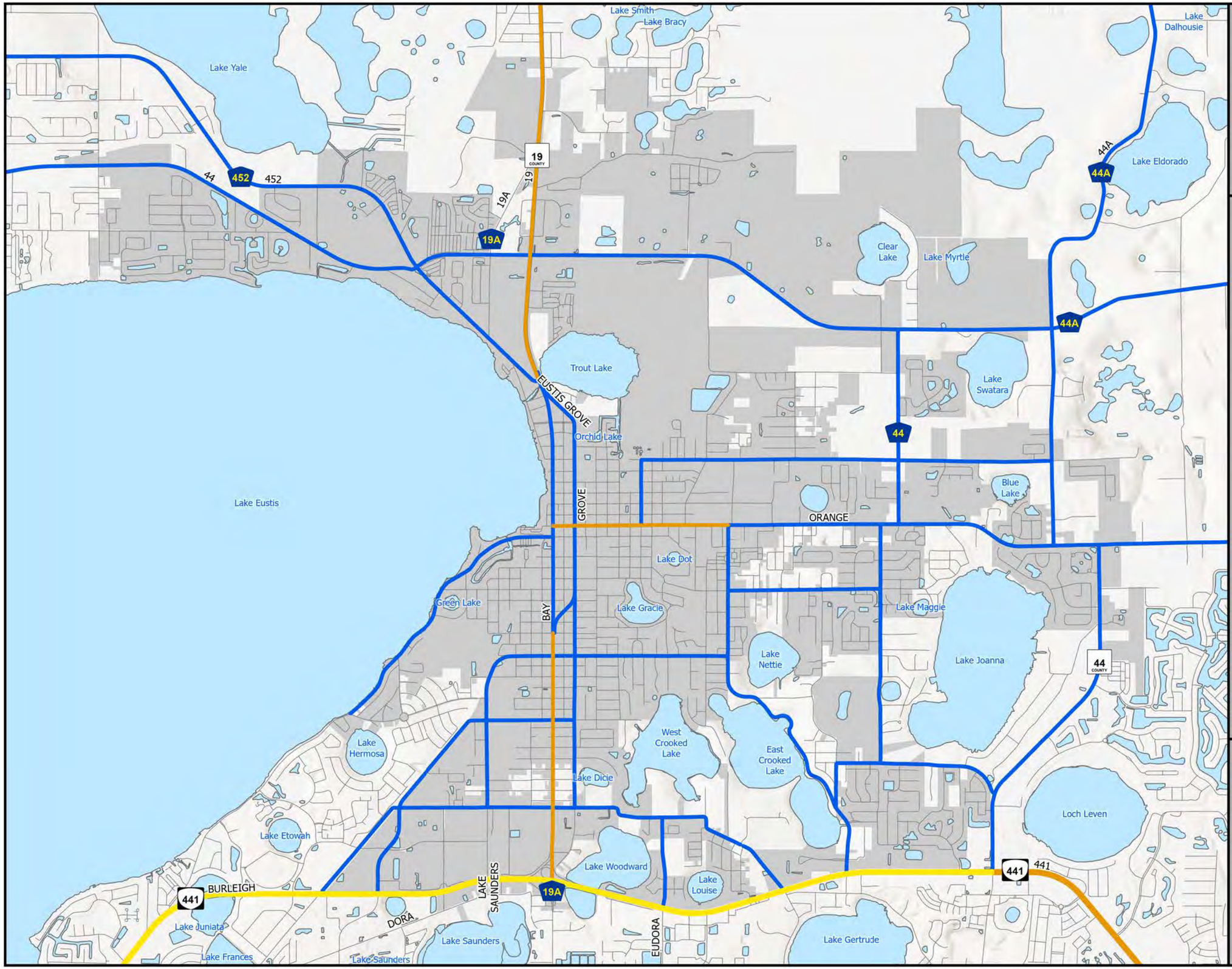
Map Date: 11/28/2025

DESIGNWEST GROUP

City of Eustis Comprehensive Plan

Map #19

Year 2025 Roadway Number of Lanes



Legend

- City Limits
- Water Features

2025 Lanes

- 2
- 4
- 6

Source: City of Eustis

N

0 0.5 1 Miles

Map Date: 11/28/2025

DESIGNWEST GROUP

City of Eustis Comprehensive Plan

Map #20

Year 2025 Roadway Level of Service

Legend

- City Limits
- Water Features

2024 LOS

- B
- C
- D
- E
- F

Source: Lake Sumter MPO LOS 2024

N

0 0.5 1 Miles

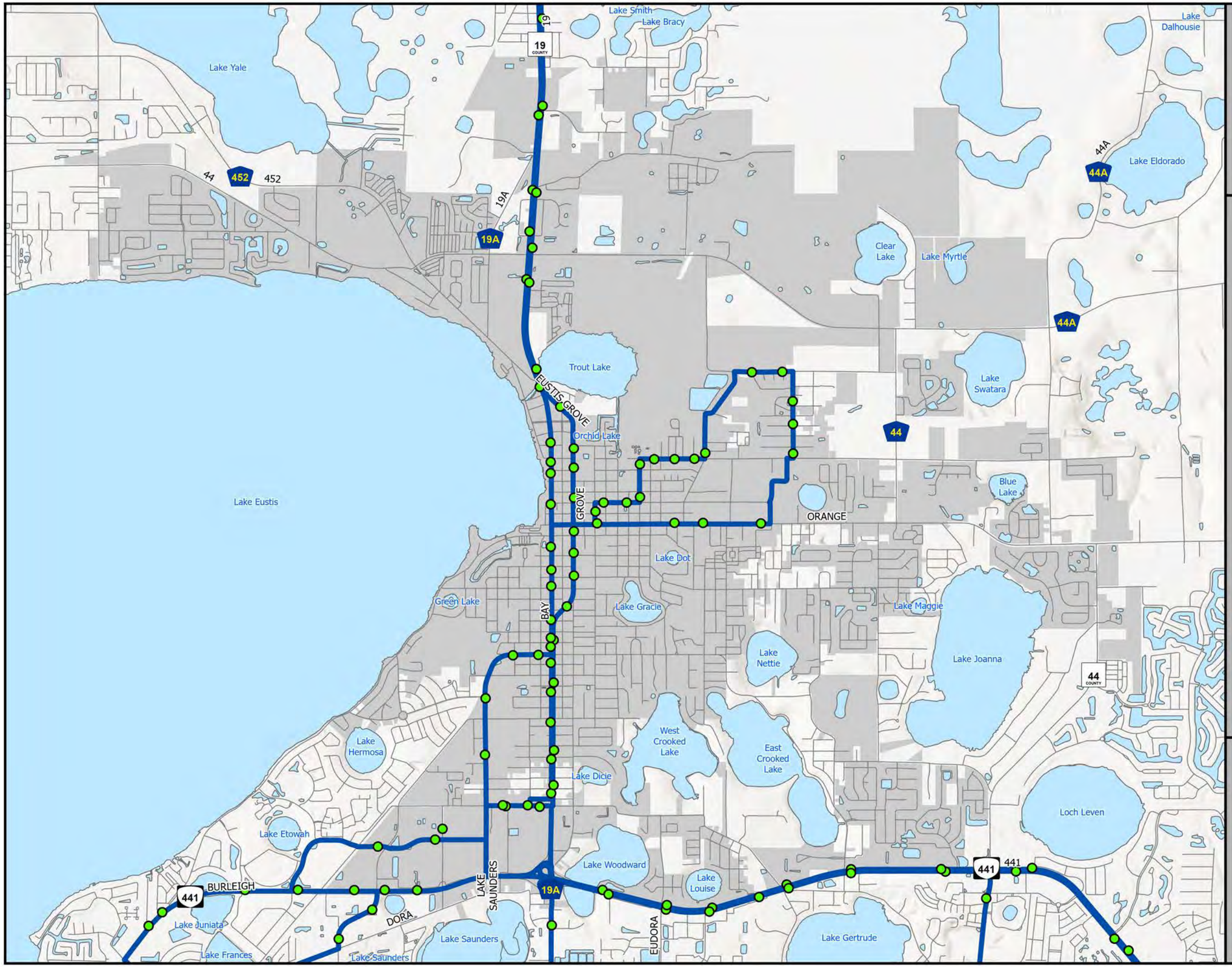
Map Date: 11/28/2025

DESIGNWEST GROUP

City of Eustis Comprehensive Plan

Map #21

Existing Mass Transit



Legend

- LakeXPress Bus Stops
- LakeXpress Routes
- City Limits
- Water Features

Source: Lake County GIS

N

0 0.5 1 Miles

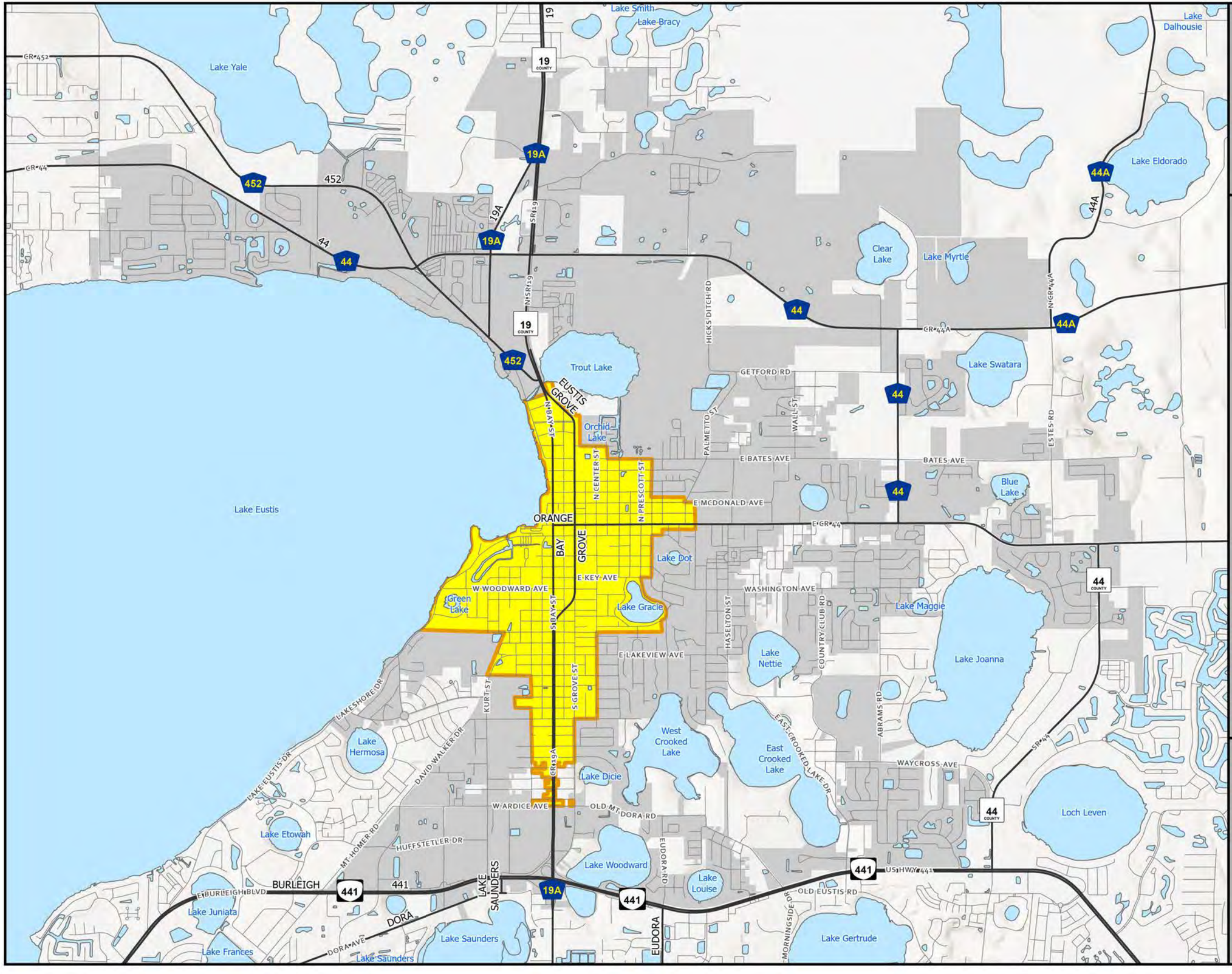
Map Date: 11/28/2025

DESIGNWEST GROUP

City of Eustis Comprehensive Plan

Map #22

TCEA



Legend

- City Limits
- Water Features
- TCEA

Source: City of Eustis

N

0 0.5 1 Miles

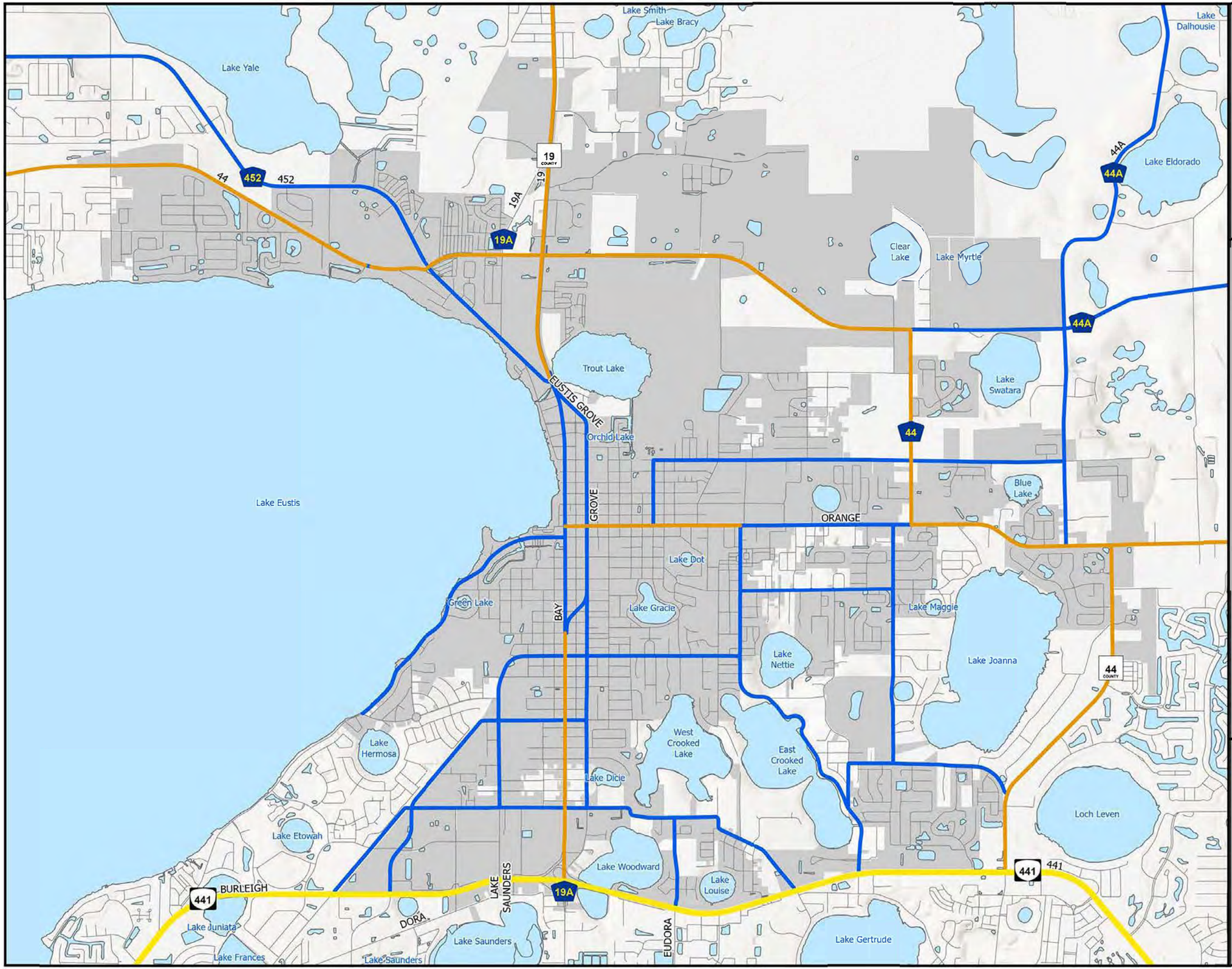
Map Date: 11/28/2025

DESIGNWEST GROUP

City of Eustis Comprehensive Plan

Map #23

Future Transportation Network - Year 2046 Roadway Number of Lanes



Legend

- City Limits
- Water Features

2045 Lanes

- 2
- 4
- 6

Source: Lake Sumter MPO LOS 2045

N

0 0.5 1 Miles

Map Date: 11/28/2025

DESIGNWEST GROUP

City of Eustis Comprehensive Plan

Map #24

Year 2045 Roadway Level of Service

Legend

- City Limits
- Water Features

LOS 2045

- B
- C
- D
- E
- F

Source: Lake Sumter MPO LOS 2045

N

0 0.5 1 Miles

Map Date: 11/28/2025

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